

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

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**DATE:** October 7, 2002  
**TO:** Board of Directors, District Counsel, District Engineer and Staff  
**FROM:** Eileen M. Putnam  
**SUBJECT:** Reminder - Board Packets

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**Just a reminder that the October Board of Directors meeting will encompass the information contained in you September Board Packet as well as the additional information enclosed in this packet.**

**Please be certain to bring both packets to the meeting.**

J:\Eileen\Eileen\San Simeon\Memos\Reminder.Sept.Oct Board Mtg.Packets.10.7.02.wpd

**Board of Directors - Regular Meeting**  
**San Simeon Community Services District**  
**AGENDA**  
**Wednesday, October 9, 2002 – 5:30 PM**  
**Cavalier Banquet Room**

*Note: All comments concerning any item on the agenda are to be directed to the Board Chairperson*

1. 5:30 PM – CALL TO ORDER
  - 1.1 Roll Call
  - 1.2 Public Comment on Closed Session Items
  
2. ADJOURN TO CLOSED SESSION
  - 2.1 Personnel/General Manager Discussion – Government Code Section 54957
    - A. Discussion regarding General Manager Contract
  
  - 2.2 Personnel/Employee Compensation – Fiscal Year 2002/2003  
Conference with General Manager, the District's Designated Representative, for the purpose of reviewing the District's position regarding the terms and compensation paid to the unrepresentative employees and giving instructions to the Designated Representative.
  
3. RECONVENE IN OPEN SESSION (6:30PM)
  - 3.1 Roll Call
  - 3.2 Pledge of Allegiance
  - 3.3 Report on Closed Session
  
4. PUBLIC COMMENT:
  - Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda, or pending before the Board. Presentations are limited to three (3) minutes or otherwise at the discretion of the Chair.
  - No Person shall be permitted to make slanderous, profane or personal remarks against any elected official, committee and/or staff.
  - 4.1 Sheriff's Report
  - 4.2 Public Comment
  
5. STAFF REPORTS
  - 5.1 General Manager's Report
  - 5.2 Plant Superintendent's Report
  - 5.3 District Engineer's Report
  
6. ITEMS OF BUSINESS
  - 6.1 Approval of Minutes – August 14, 2002
  - 6.2 Approval of Warrants – August 1, 2002 - August 31, 2002 & September 1 – 30, 2002
  - 6.3 Quarterly Investment Report
  
7. DISCUSSION/ACTION ITEMS
  - 7.1 Request for Authorization Letter to Proceed with Improvements (Russel) ✓
  - 7.2 Resolution – Support of Proposition 50 – Water Bond Initiative ✓
  - 7.3 Preliminary Fiscal Year 2002 – 2003 Budget ✓
  - 7.4 General Manager's Contract ✓
  - 7.5 Purchase Order No. 1247 – Fiberglass Safety Grating ✓
  - 7.6 Outfall Line Repair – Payment Authorization ✓
  - 7.7 Authorization to Solicit Proposals for Water Rate Study ✓
  - 7.8 Board Committees
  - 7.9 Board Reports
  
8. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
  
9. ADJOURNMENT

GET CLARIFICATION  
NOV 6

**Board of Directors - Regular Meeting  
San Simeon Community Services District  
AGENDA  
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Cavalier Banquet Room**

*Note: All comments concerning any item on the agenda are to be directed to the Board Chairperson*

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2. ADJOURN TO CLOSED SESSION
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  - 4.2 Public Comment
  
5. STAFF REPORTS
  - 5.1 General Manager's Report
  - 5.2 Plant Superintendent's Report
  - 5.3 District Engineer's Report
  
6. ITEMS OF BUSINESS
  - 6.1 Approval of Minutes – August 14, 2002
  - 6.2 Approval of Warrants – August 1, 2002 through August 31, 2002
  - 6.3 Quarterly Investment Report
  
7. DISCUSSION/ACTION ITEMS
  - 7.1 Preliminary Fiscal Year 2002 – 2003 Budget
  - 7.2 General Manager's Contract - Renewal
  - 7.3 Purchase Order No. 1247 – Fiberglass Safety Grating
  - 7.4 Outfall Line Repair – Payment Authorization
  - 7.5 Authorization to Solicit Proposals for Water Rate Study
  - 7.6 Board Committees
  - 7.7 Board Reports
  
8. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
  - 8.1 Strategic Planning Session – Phase II
  
9. ADJOURNMENT

# San Simeon Community Services District

111 Pico Avenue, San Simeon, California 93452  
Telephone: (805) 927-4778 Fax (805) 927-0399

## Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

## MEMORANDUM

**DATE:** October 9, 2002  
**TO:** Board of Directors  
**FROM:** Mark A. Bloodgood, General Manager  
**RE:** General Manager's Report

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1. **Public Broadcasting of Board Meetings** – No update.
2. **Internal Controls Program and Office Procedures** – No update.
3. **Budget Preparation for 2002-2003** – To be discussed under Discussion/Action Item number 7.3.
4. **Facilities Plan/Wastewater Treatment Plant** – Ongoing – to be reported in District Engineer's report.
5. **Completion of the Action Plan** – We cancelled the October 7, 2002 date when two board members were unable to make the meeting. 100% participation should be the rule for this session. The Plan is very important for the future of the District.
6. **Discussions with Roger Lyon, Council for the Hearst Corp.** – Paul Reichardt and Mark Bloodgood meet with Roger Lyon in September to talk about the District being able to again use the Hearst Ranch well as an emergency backup, dealing with the fencing requirements around our regular wells, and other topics related to the District. Mr. Lyon will be talking with Marty Cepkauskas and others at the Hearst Corporation and will report back with us.
7. **Financial Statements** – The audit of the District's financial statements is currently underway by the firm of Crosby and Cindrich. This is the third year of their three-year contract. The Quarterly Investment Report for the period ending 6/30/02 will be presented under Items of Business (Item 6.3)
8. **Research into Insurance Deductible Question** – Director Kiech and a few community members had questioned Management's decision not to submit a claim to our insurance carrier for the auto accident involving the District truck and

Mark A. Bloodgood, General Manager  
Robert W. Schultz, District Counsel

Kim Allison, Office Administrator  
John L. Wallace, District Engineer

Ron Head, Plant Superintendent

Ms. Putnam's car. Specifically the question came up regarding Warrant No. 0207-034 for \$865.13 to San Luis Autobody. Director Kiech had asked the District's Auditor be contacted to verify that not submitting the claim was acceptable. Staff did this and also contacted the District's insurance agent and two other independent insurance agents. All agreed that not submitting the claim was the correct action.

9. **Use of the District Truck** - Director Kiech had voiced concern to the District Manager regarding the District Truck being seen in Cambria on three separate occasions at various times. Mr. Kiech and others in the community have raised this concern on numerous other occasions. Management had previously requested the plant operators to make sure that they logged their mileage. They have done this since May of 2001. There have also been strong feelings voiced about the District truck being taken home overnight to the Superintendent's house when he is on call for the District, since the Superintendent has moved his residence from Cambria to a more remote location.

Staff researched this matter. Regarding the three incidents first mentioned, per the log being kept by District personnel, the truck was in Cambria at the specific times listed by Mr. Kiech, when the plant operator, Michael Hassett, had taken the truck during business hours to go to lunch. In addition, Management discovered that the truck was not being driven to Mr. Head's residence but was, in fact, being parked at his mother's house in Cambria. According to Mr. Hood, this was being done in order to limit the number of miles being driven on the truck and to get the vehicle away from the effects of the ocean air at the plant.

Further research has indicated that for the current calendar year, the truck is being driven an average of 47 miles per day. In addition, it was discovered that plant personnel use their own vehicles 11% of the time, instead of the District truck, on District business. In reviewing the policy currently in affect with the District none of this appeared to be out of line. Management suggests that the Policy Committee make this a high priority to review the policy, solicit Board input, and make any changes desired.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

**SUPERINTENDENT'S REPORT FOR AUGUST 2002**

<b>FLOW COMPARISON - Water</b>				
AUG 2002 3,881,000 gallons	YTD 2002 23,804,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	3% decrease 2% increase	
AUG 2001 3,962,000 gallons	YTD 2001 23,150,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	3,882,000 gallons 3,515,330 gallons 91%	
<b>RAINFALL</b>				
AUG 2002 0.00 inches	02-03 YTD 0.00 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.00 inches less 0.00 inches less	
AUG 2001 0.00 inches	01-02 YTD 0.00 inches			
<b>WELL DEPTH COMPARISON</b>				
AUG 2002 13.6 feet	JLY 2002 12.05 feet	AUG 2001 13.10 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	1.55 feet lower 0.5 feet lower
<b>CHLORIDE COMPARISON</b>				
AUG 2002 45 mg/l	JLY 2002 45 mg/l	AUG 2001 56 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	constant lower
<b>FLOW COMPARISON - District Wastewater Treated</b>				
AUG 2002 2,928,000 gallons	YTD 2002 16,528,480 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	4% increase 13% decrease	
AUG 2001 2,812,420 gallons	YTD 2001 18,904,870 gallons			
<b>FLOW COMPARISON - State Wastewater Treated</b>				
AUG 2002 480,400 gallons	YTD 2002 2,565,867 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	3% decrease 9% decrease	
AUG 2001 494,819 gallons	YTD 2001 2,828,566 gallons			
<b>DISCHARGE REQUIREMENTS</b>				
EFFLUENT BOD: INFLUENT BOD:	3.7 mg/l N/A mg/l	EFFLUENT SUSPENDED SOLIDS: INFLUENT SUSPENDED SOLIDS:	12 mg/l N/A mf/l	
<b>BIO-SOLID DISPOSAL</b>				
AUGUST:	24000 gallons	YTD:	152000 gallons	

## SUPERINTENDENT'S REPORT

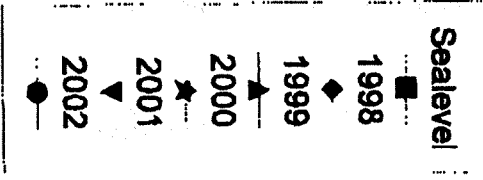
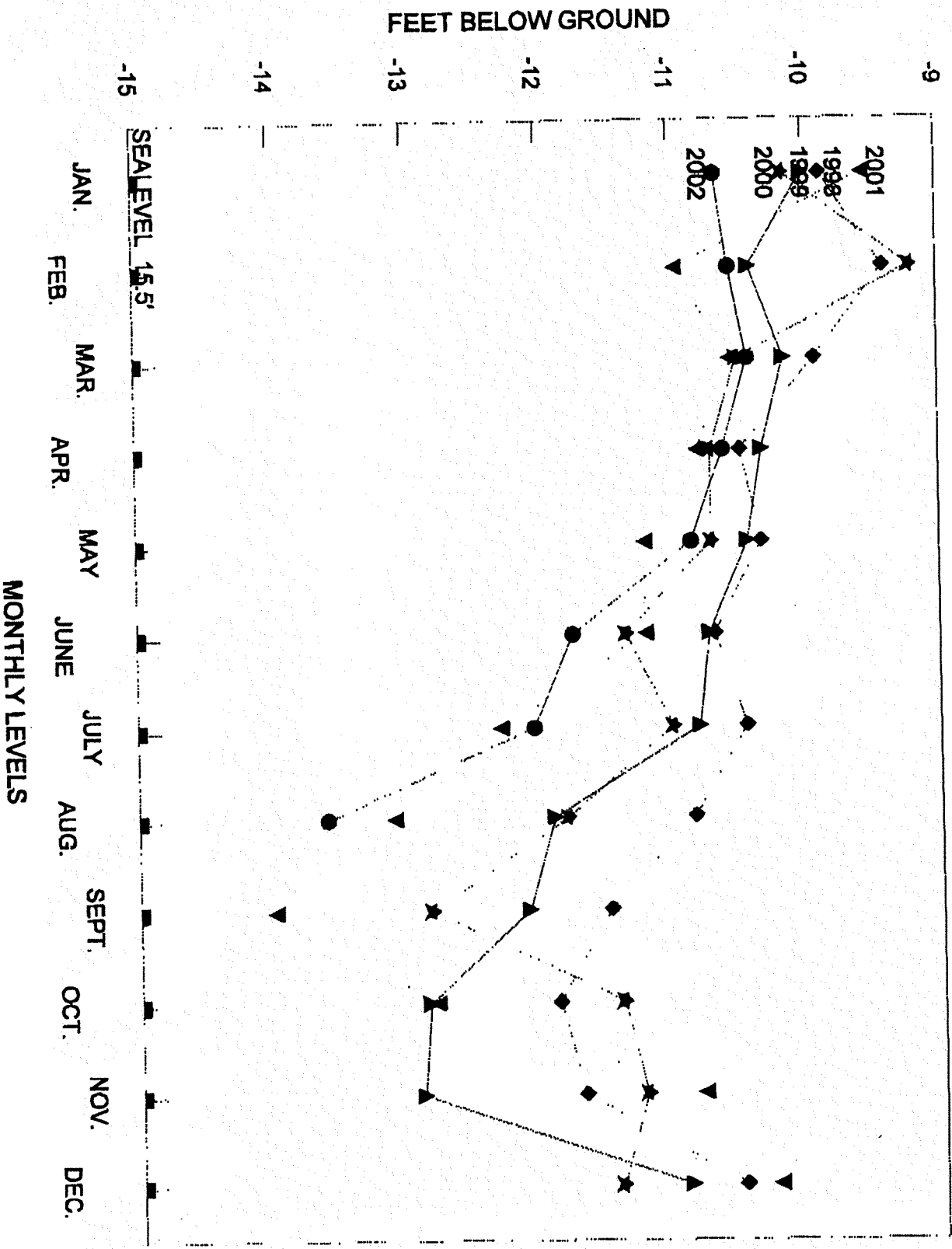
AUGUST 2002

### COMMENTS:

In light of the current peak tourist season, we decided to delay interrupting water service to install replacement meters at the various motels, until next month.

The price quote for Sodium Hypochlorite and Sodium Bisulfite from LA Chemical was received. They should be approximately \$5,000.00 less a year than our current supplier, Basic Chemical.

# SAN SIMEON C.S.D. WELL DEPTH



SEALEVEL 15.5'

JAN. FEB. MAR. APR. MAY JUNE JULY AUG. SEPT. OCT. NOV. DEC.

MONTHLY LEVELS

FEET BELOW GROUND

-9  
-10  
-11  
-12  
-13  
-14  
-15



# SAN SIMEON COMMUNITY SERVICES DISTRICT

## SUPERINTENDENT'S REPORT FOR SEPTEMBER 2002

### FLOW COMPARISON - Water

SEP 2002 2,632,000 gallons	YTD 2002 26,236,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	21% decrease 1% decrease
SEP 2001 3,344,000 gallons	YTD 2001 26,494,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	2,987,000 gallons 2,663,149 gallons 89%

### RAINFALL

SEP 2002 0.00 inches	01-02 YTD 0.00 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.00 inches less 0.00 inches less
SEP 2001 0.00 inches	00-01 YTD 0.00 inches		

### WELL DEPTH COMPARISON

SEP 2002 14.2 feet	AUG 2002 13.6 feet	SEP 2001 14.00 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.6 feet lower 0.2 feet lower
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### CHLORIDE COMPARISON

SEP 2002 40 mg/l	AUG 2002 45 mg/l	SEP 2001 45 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	LOWER LOWER
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### FLOW COMPARISON - District Wastewater Treated

SEP 2002 2,413,000 gallons	YTD 2002 18,941,480 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	12% increase 10% decrease
SEP 2001 2,163,240 gallons	YTD 2001 21,067,910 gallons		

### FLOW COMPARISON - State Wastewater Treated

SEP 2002 320,597 gallons	YTD 2002 2,886,464 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	8% increase 8% decrease
SEP 2001 297,921 gallons	YTD 2001 3,126,487 gallons		

### DISCHARGE REQUIREMENTS

EFFLUENT BOD:	4.8 mg/l	EFFLUENT SUSPENDED SOLIDS:	13 mg/l
INFLUENT BOD:	N/A mg/l	INFLUENT SUSPENDED SOLIDS:	N/A mf/l

### BIOSOLIDS DISPOSAL

SEPTEMBER:	13000 gallons	YTD:	165000 gallons
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SAN SIMEON COMMUNITY SERVICES DISTRICT

SUPERINTENDENT'S REPORT FOR SEPTEMBER 2002

Connected alarm system to blower.

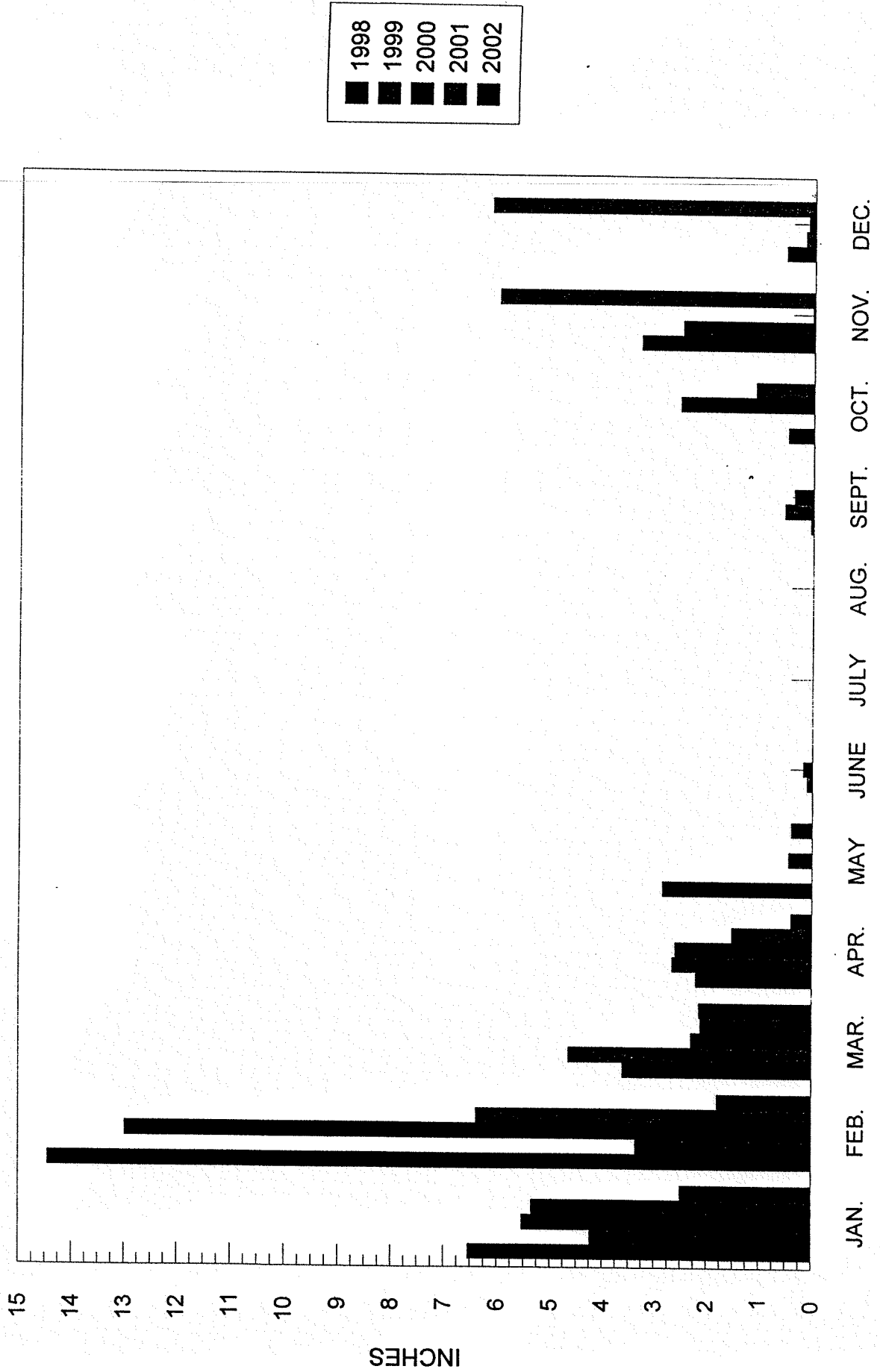
Ordered new splitter box for treatment plant to control flow to each plant.

Drained and cleaned treatment plant #4 for inspection.

Replaced meter #1011 with compound meter.

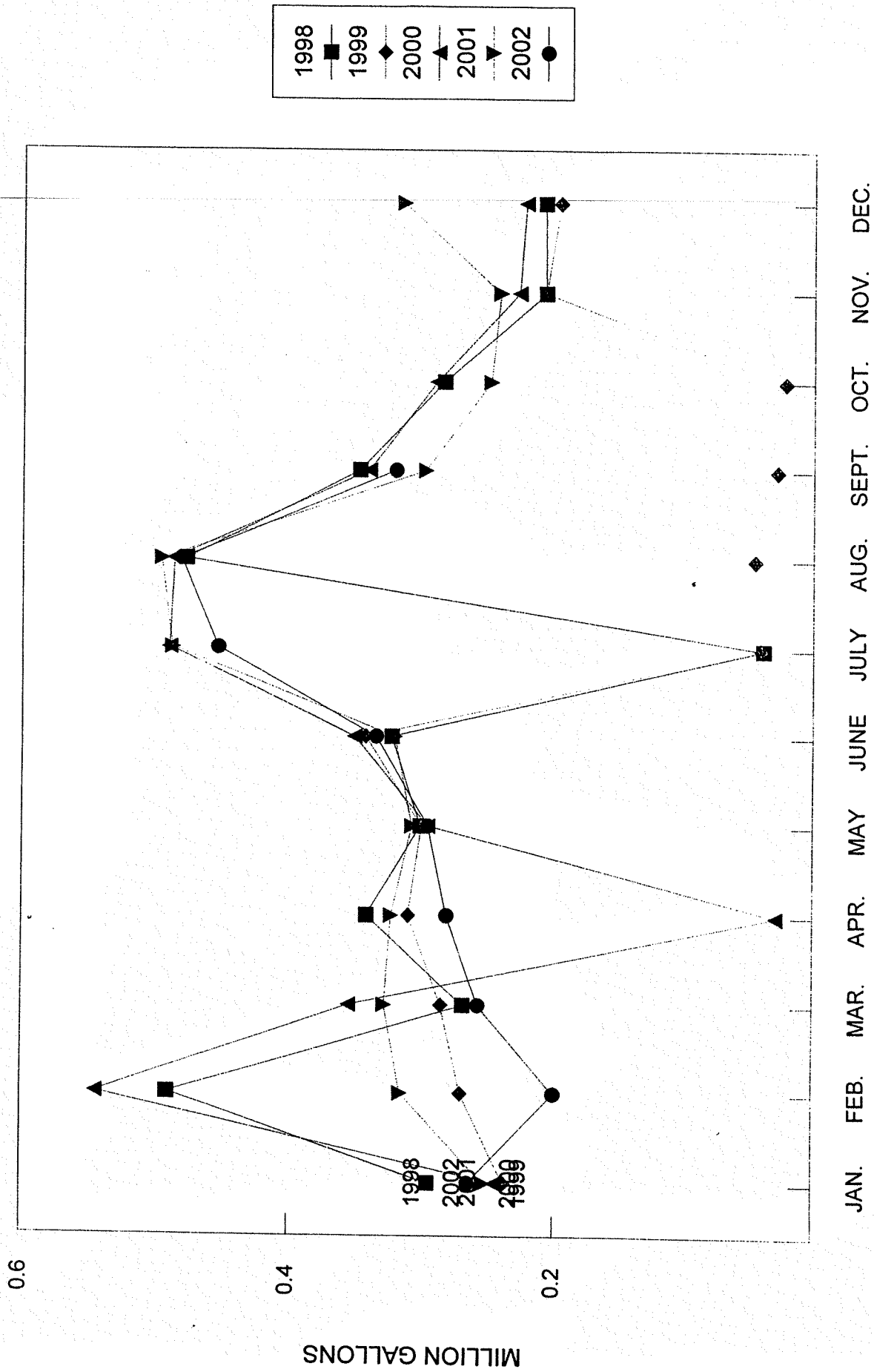
LA Chemical started this month as our new supplier of sodium hypochlorite and sodium bisulfite.

# SAN SIMEON C.S.D. RAINFALL



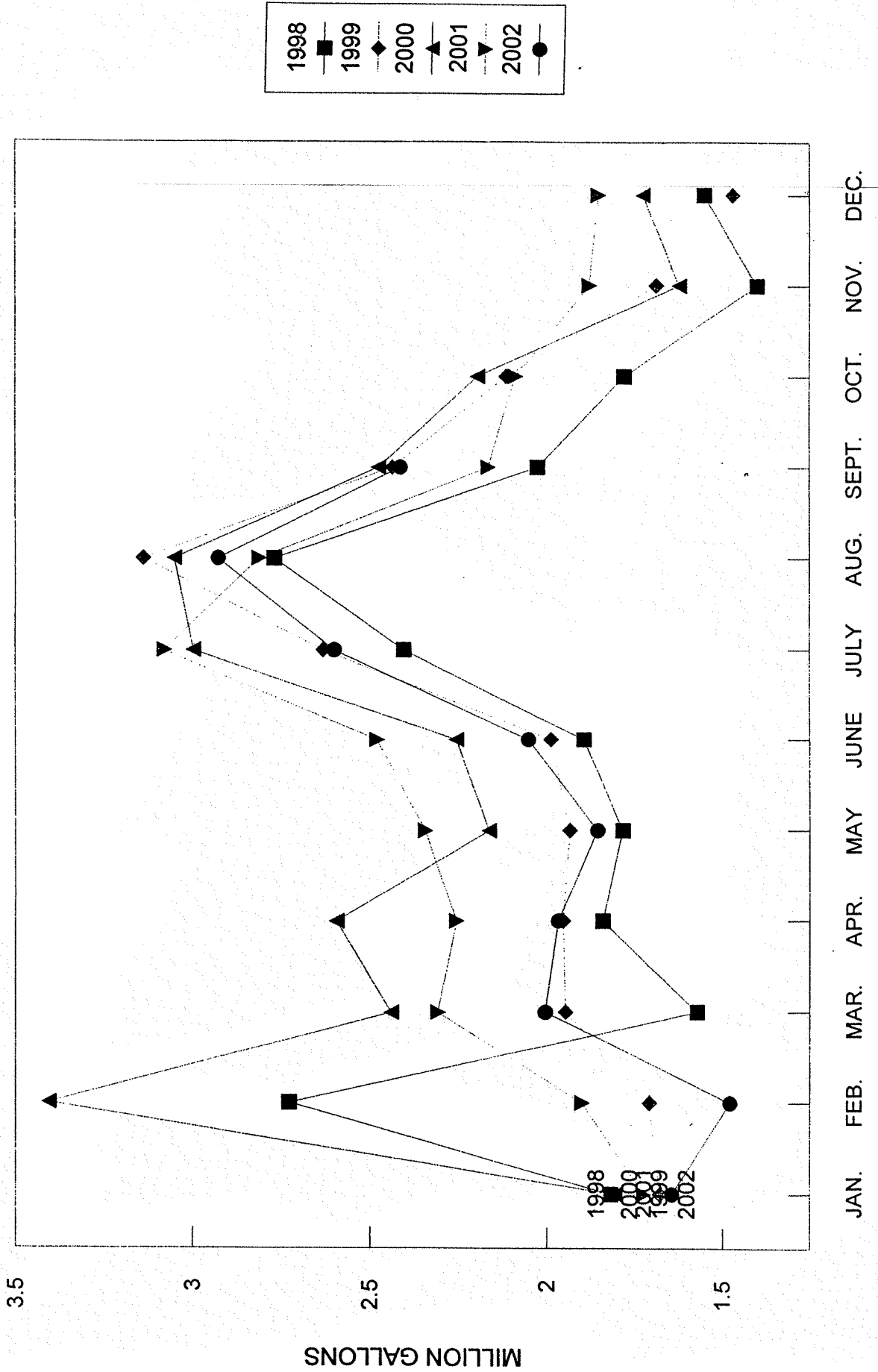
MONTHLY TOTALS

# SAN SIMEON C.S.D. STATE WASTEWATER TREATED



MONTHLY LEVELS

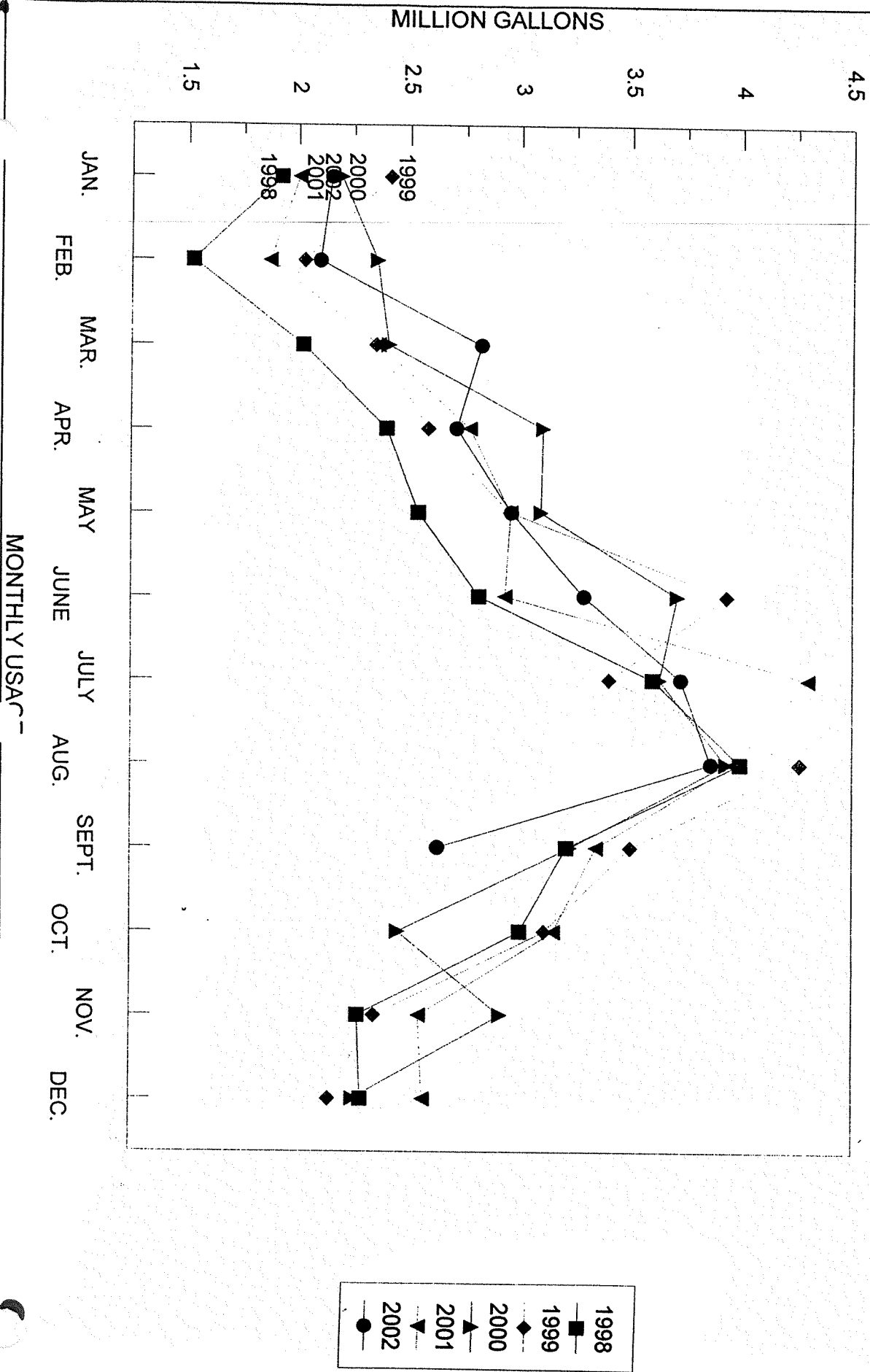
**SAN SIMEON C.S.D.**  
WASTEWATER TREATED



MONTHLY TOTALS

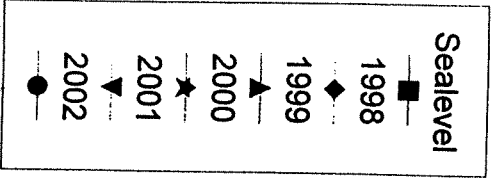
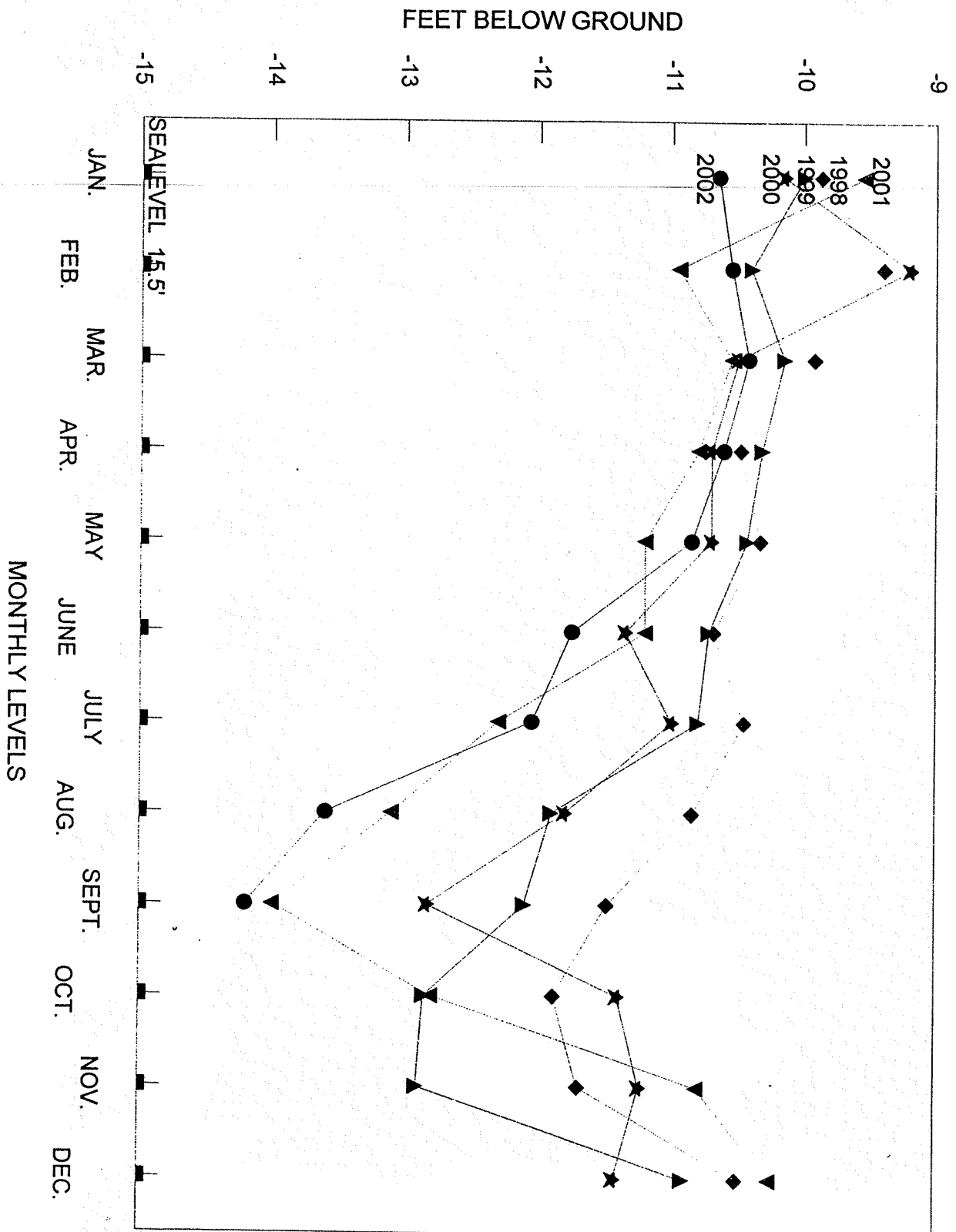
# SAN SIMEON C.S.D.

## WATER PRODUCTION



# SAN SIMEON C.S.D.

## WELL DEPTH



**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

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**DATE:** September 11, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Engineer's Report - Project Status

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**SUMMARY OF ACTIVE PROJECTS:**

1. Temporary Odor Control - Status
2. Air Piping Replacement - Completed
3. Avonne-Castillo Loop - On Hold
4. Annual Road Improvements - Contract package being prepared.
5. Capital Improvement Project List/Descriptions and Estimated Costs FY 02/03 - Ongoing.
6. Pico Creek Wells - Flood proofing - Included in Proposed FY 2002-03 Budget.
7. Standby Power - Included in Facilities Plan
8. Wastewater Treatment Plant Riprap - Coastal Permit being submitted
9. State Revolving Fund Loan - Application made.
10. Facilities Plan: Next draft available in September, 2002

**DISCUSSION:**

1. **Odor Control;**  
The odor control chemical feed system is now being used concurrent with the use of the equalization basin. Kennedy/Jenks Consultants has reviewed the odor control project and has made recommendations in light of the future plans for the equalization basin.
2. **Air Line Replacement Project;**  
Completed--the statutory 30 day lien period expired August 25, 2002.
3. **Avonne - Castillo Waterline Loop;**  
Staff has been directed to postpone solicitation for bids on this project and to proceed with the higher priority water line project (line to storage tank).
4. **Annual Road Improvements (Avonne Avenue and Otter Way);**  
Staff continues final street design in accordance with the soils engineer recommendations that identifies both reconstruction and overlay design criteria for this project.



**5. Capital Improvement Projects Priority List;**  
(See Proposed Fiscal Year 2002 - 2003 Budget)

**6. Pico Creek Wells;**

No further updates at this time, improvements are to be included in the Proposed FY 2002-03 Budget.

**7. Emergency Standby Power;**

The final recommendations for the type and capacity of standby power will be made by Kennedy/Jenks Consultants as part of the facilities plan recommendations.

**8. Wastewater Treatment Plant Rip Rap-- Coastal Commission Notice of Violation**

Staff has prepared a Coastal Development Permit Application (CDP) and is submitting it to the County. An exhibit of a field survey which showed the boundary between County and State jurisdiction was previously prepared and submitted to both the County and the State. The project lies in County jurisdiction.

**9. State Revolving Fund (SRF) Program;**

Staff investigated potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%). Because of the potential to construct several different improvements with SRF funds, a "general project" application was submitted as a "place holder" for the SWRCB to consider. San Simeon has been placed on the draft State-wide priority list for funding. A project application will be submitted in accordance with Facilities Plan recommendations and the Proposed FY 2002-03 Budget.

**10. Facilities Plan:**

The facilities plan is being completed. A preliminary draft report was provided in July for review. The Facilities Committee reviewed the draft several times and comments from the Chamber of Commerce have also been sent to KJC. The final draft report is anticipated to be provided for review in September. The Facilities Plan will address the following projects previously considered by the Board:

**1. Equalization Basin Conversion;**

Kennedy Jenks is reviewing alternatives to modify and improve the operation of this EQ basin, and recommendations will be incorporated into the overall facilities plan.

**2. Recycling Water Supply;**

The study was completed in August 2001, and grant reimbursement of 50% of the cost of the study has been received. Further refinement of an acceptable project and a determination of property owners willing to take the water should be done following the development of the Facilities Plan. The anticipated first phase of the water recycling project is included in the FY 2002-03 budget.

**3. Safety Projects;**

The grating replacement project is scheduled for Board consideration on September 11<sup>th</sup>. Additional projects are to be identified as part of the Facilities Plan.

**4. Shop / Storage Building;**

Recommendations for the building will be addressed as part of the Facilities Plan. No further update at this time.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

---

**DATE:** October 9, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Engineer's Report - Project Status

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**SUMMARY OF ACTIVE PROJECTS:**

1. Temporary Odor Control - Status
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7. Standby Power - Included in Facilities Plan
8. Wastewater Treatment Plant Riprap & Aeration Tank Expansion-Coastal Permit
9. State Revolving Fund Loan - Application made.
10. Facilities Plan: Next draft available in October, 2002

**DISCUSSION:**

**1. Odor Control;**

The odor control chemical feed system continues to be used as originally installed, with chemical feed at the Hearst lift station. Kennedy/Jenks Consultants has reviewed the odor control project and has included recommendations in the draft facilities plan in light of the future plans for the equalization basin. There have not been odor complaints at the treatment plant as of recent.

**2. Air Line Replacement Project;**

Completed--the statutory 30 day lien period expired August 25, 2002. Superintendent Head is in the process of replacing two 30 HP blower motors.

**3. Avonne - Castillo Waterline Loop;**

The Board has decided to postpone solicitation for bids on this project and to proceed with the higher priority water line project (line to storage tank).

**4. Annual Road Improvements (Avonne Avenue and Otter Way);**

Staff continues final street design in accordance with the soils engineer recommendations that identifies both reconstruction and overlay design criteria for this project.

**5. Capital Improvement Projects Priority List;**

(See Proposed Fiscal Year 2002 - 2003 Budget)

**6. Pico Creek Wells;**

No further updates at this time, improvements are to be included in the Proposed FY 2002-03 Budget.

**7. Emergency Standby Power;**

The final recommendations for the type and capacity of standby power will be made by Kennedy/Jenks Consultants as part of the facilities plan recommendations.

**8. Wastewater Treatment Plant Riprap & Aeration Tank Expansion-Coastal Permit**

Staff has prepared a Coastal Development Permit Application (CDP) and submitted it to the County on September 24, 2002. A field survey showing the boundary between County and State jurisdiction was previously prepared and submitted to both the County and the California Coastal Commission. The California Coastal Commission are still reviewing this document. Through the processing of the rock rip rap project, the 1985 Coastal Permit has resurfaced. Staff is preparing a response to the California Coastal Commission requesting information regarding the completion of the conditions to the 1985 permit.

**9. State Revolving Fund (SRF) Program;**

Staff investigated potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%). Because of the potential to construct several different improvements with SRF funds, a "general project" application was submitted as a "place holder" for the SWRCB to consider. San Simeon has been placed on the draft State-wide priority list for funding. A project application will be submitted in accordance with the final Facilities Plan recommendations and the Proposed FY 2002-03 Budget.

**10. Facilities Plan:**

The final draft Facilities Plan has been completed by Kennedy Jenks, and is under review by the Facilities Committee. Kennedy Jenks incorporated preliminary draft comments provided by the Facilities Committee and staff. It is anticipated that Mr. Jenks will make a full presentation to the Board at its November meeting.

**A. Equalization Basin Conversion;**

Recommendations have been incorporated into the draft Facilities Plan.

**B. Recycling Water Supply;**

Refinement of an acceptable project and a determination of property owners willing to take the water should be done following the development of the Facilities Plan. The anticipated first phase of the water recycling project is included in the FY 2002-03 budget.

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**C. Safety Projects;**

The grating replacement project is scheduled for Board consideration on October 9<sup>th</sup>. Additional projects are to be identified as part of the Facilities Plan.

**D. Shop / Storage Building;**

Recommendations for the storage building will be addressed as part of the Facilities Plan. No further update at this time.

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**REGULAR BOARD OF DIRECTORS MEETING  
SAN SIMEON COMMUNITY SERVICES DISTRICT**

Date: Wednesday, August 14, 2002  
Place: Cavalier Banquet Room

**MINUTES**

**1.0 CALL TO ORDER**

The Board convened at 5:30 p.m.

**1.1 Roll Call:**

Directors Present: Carol Bailey-Wood, Loraine Mirabal-Boubion, David Kiech, Bob McLaughlin and Eric Schell

Staff Present: District Manager Mark Bloodgood, Assistant District Manager Eileen Putnam, District Counsel Robert Schultz

**1.2 Public Comment on Closed Session:**

There were no comments.

**2.0 ADJOURN TO CLOSED SESSION**

A motion was made by Director Bailey-Wood and seconded by Director Mirabel-Boubion to adjourn to closed session for Personnel/General Manager Discussion – Government Code 54957 – Discussion regarding the General Manager Contract and Conference with the General Manager, the District's Designated Representative, for the purpose of reviewing the District's position regarding the terms and compensation paid to the un-represented employees and giving instruction to the Designated Representative. Motion carried unanimously.

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**3.0 RECONVENE IN OPEN SESSION/CALL TO ORDER**

The Board re-convened in open session at 6:30 p.m.

**3.1 Roll Call:**

Directors Present: Directors Carol Bailey-Wood, Loraine Mirabal-Boubion, David Kiech, Bob McLaughlin and Eric Schell.

Staff Present: District Manager Mark Bloodgood, Assistant District Manager Eileen Putnam, District Engineer John Wallace and District Counsel Robert Schultz.

**3.2 Pledge of Allegiance – Led by Chairperson Bailey-Wood**

**3.3 Report on Closed Session:**

District Counsel Schultz reported that the Board met in closed session for the purpose of discussing the General Manager's Contract and for conferencing with the General Manager, who serves as the Designated District Representative, to review the District's position regarding the terms and compensation paid to the un-represented employees and giving instructions to the Designated Representative. No action was taken.

**4.0 PUBLIC COMMENT**

**4.1 Public Comment:**

The subject of obstruction of the fire hydrant, parking issues and littering on Balboa Avenue was presented. Staff had been made aware of the situation and took steps to address residents concerns, including painting the curb to indicate no parking, speaking with surfers regarding the need to pick up

their trash, and contacting the Sheriff's Department to request additional patrols in the area. Another matter presented by the public related to complaints about the noise, speeding, loitering, and debris in and around the Courtesy Inn – rear area. Lt. Basti addressed the matter by stating that residents should direct their concerns to Supervisor Shirley Bianchi. Additionally, residents noting any disturbances and or violations should contact the Sheriff's Department immediately. However, Administration of Code Enforcement is not within the jurisdiction of the Sheriff's Department. A concerned resident presented photos of graffiti, which had been exposed when management of the Inn cleared green waste and debris, the representatives of the Sheriff's Department. Director Schell also raised the point that the evening dispatch at the Sheriff's Department is a problem. Discussion followed.

4.2 Sheriff's Report:

Deputy Todd Steeb gave the Sheriff's Report. With regards to the matter of evening dispatch, should residents encounter problems, they should call Lt. Basti and he will contact Deputy Steeb. The Deputy also stated that he and his partner plan to be proactive, and to make their presence known in the area. He indicated that he has already made contact with management at the Courtesy Inn and will attempt to facilitate a satisfactory resolution. Deputy Steeb also reiterated that he is working with staff regarding the concerns of Balboa Avenue residents. Finally, he reiterated that he will do everything possible to assist with the noise, loitering and speeding problems in the Avonne Avenue area.

5.0 STAFF REPORTS

5.1 General Manager's Report

Mr. Bloodgood reported that staff is looking into available water conservation education material for broadcast within the District. The August 5<sup>th</sup> Strategic Planning Session was postponed and that slot was utilized for a Budget Workshop. Robert Rauch is available to facilitate a planning session in October, preferably October 7<sup>th</sup>. Representatives of Hearst Corporation had to re-schedule our meeting of August 15<sup>th</sup>. The purpose of this meeting will be to work out details for using the Hearst Ranch well as an emergency backup, addressing the fencing requirements around the District's existing wells and other topics related to the District. Management did have a meeting with Kirk Sturm – Director – Superintendent of Hearst Castle, and discussed several issues, including participation in the infrastructure upgrade, billing adjustments, recycled water and other mutual concerns. Mr. Sturm is also helping our efforts to establish a means for gaining access to an emergency backup generator via the County Office of Emergency Services. A packet of information outlining these items has been forwarded to State Parks staff for review and feedback. The information has also been sent to elected representatives. The District secured its domain name and the web site will be moved to its new location and will be available for viewing on Monday. The address is <http://www.sscsd.org>. Staff obtained quotes for new water conservation signs and passed the information on to the Chamber of Commerce for review. The hope is that they will contribute to the cost of the new signs. The District will continue its efforts to work jointly with the Chamber. Staff and Board Members expressed disappointment that they did not receive any information about the Chamber's Cleanup Day. Chamber President Lambeth apologized, and stated he would provide a lead time of 30 day's notice next time. In regards to weed abatement, the program is complete and that payment had been received from the estate of one property owner whose lot the District had cleared. Finally, Mr. Bloodgood stated that financial statements would be made available to the Board members on a regular basis. The Investment Report for the period ending 6/30/02 will appear on the September agenda.

5.2 Plant Superintendent's Report

Mr. Wallace gave the Superintendent's Report, indicating that usage and flows reflected a slight decrease. The well depths are being closely monitored and today, the level was 12.61. The chloride levels are at acceptable levels. The compound meters have been received and, while the Courtesy Inn shut off their water on July 23<sup>rd</sup> for repairs, staff replaced their old water meter with the new compound meter. The EQ tank was bypassed for cleaning. Al's Septic pumped the grit out of the bottom of the chamber. On the

evening of July 29<sup>th</sup>, staff responded to a call regarding a water leak at 555 Pico Avenue. The contractor clearing the weeds ran over the water line on the customer's side of the meter. Staff responded and assisted with making the necessary repairs. The new Dissolved Oxygen probes are installed and operating with the VFD to control the blower speed, thereby holding a constant DO level in the treatment plant. Staff also installed a High Efficiency (93%) 60hp motor on blower #4. Director Kiech asked why the 60hp motor had been replaced. Staff indicated that the Board had received been notified in a past staff report that the old motor could not be connected to the new VFD's during the airline project, and that it needed to be replaced. Director Kiech stated he thought staff was going to wait for the Facilities Plan before replacing any equipment at the plant. He stated that his desire had been to replace the 60hp with a smaller motor since the plant didn't need that much power to run. Michael Hanchett made reference to a statement in the initial Draft of the Kennedy Jenks report that said the plant can operate on 37hp and said that staff should not replace anything else until the Facilities Plan is completed. Mr. Bloodgood stated he would research this. Quotes for the new fiberglass grating around the EQ are still being solicited. Finally, staff has begun painting the fire hydrants in the community. The curbs near the hydrants will also be red striped to indicate No Parking Areas. In response to questions regarding the difference between Gross Water Production and Net Water Production, Mr. Wallace indicated that the discrepancy might be due to the number of days included in the meter readings. The well meters may be read on a different day than the water meters. Staff will look into this.

5.3 District Engineer's Report

District Engineer Wallace stated that the odor control chemical feed is now being used concurrent with the use of the equalization basin. Kennedy Jenks will be including recommendations in light of future plans for the EQ basin. The final corrections have been made and the DO sensors have been replaced and are linked to the operations of the blowers. The Contractor has completed the work and a Notice of Completion has been filed with the County Recorder's office. The statutory lien period expires 8/25/02. Mr. Wallace indicated that a revised schedule for construction of the Avonne Castillo Waterline loop was being coordinated with Accor/Motel 6. A brief discussion was held regarding the need for this project and the benefit of increased fire flow that will result from completion of the looping projects. The question of whether the easement had an expiration date was also raised. Staff will look into this. Discussion continued with the consensus being that all work on this project should be suspended until the final determination of what projects were to be considered priority for FY 2002-03 is complete. Mr. Wallace reported that coordination with the Soils Engineer continues with regards to the road repair project for Avonne Avenue and Otter Way. As reported before, final recommendations relating to the emergency generator for the plant will be made by Kennedy-Jenks in their report. In regards to the Coastal Commission-WWTP Riprap issue, Mr. Wallace explained the history of the situation, and that staff had been working on the issue of which agency the District needed to file a permit with. With the determination of the Mean High Tide now completed, it is clear that the survey shows the riprap is well above the Mean High Tide. As a result, staff will schedule a meeting with Coastal and County staff to review the information and will also commence with the application process with the County. Staff is also researching potential loans funding for wastewater treatment projects via the State Revolving Fund Program. Finally, Mr. Wallace reported that staff is continuing to work with Kennedy-Jenks and the Facilities Advisory Committee on reviewing the initial drafted chapters of the Facilities Plan. Chapter 5 should be forthcoming.

6.0 ITEMS OF BUSINESS

6.1 Approval of Minutes – July 10, 2002:

A motion was made by Director Mirabel-Boubion and seconded by Director McLaughlin to approve the minutes of July 10, 2002. The motion carried unanimously.

6.2 Approval of Warrants – July 1, 2002 through July 31, 2002

A question regarding Warrant No. 0207-009 for Weed Abatement (\$550) and why it was higher than last year was raised. Staff indicated that this encompassed all of the District's usual clearing in addition to the

overgrowth on Pico Avenue that had been discussed at prior meetings. Since this was a right of way issue and the District's responsibility, Mr. Rice cleared the overgrown bushes that were obstructing the roadway. The cost also included the clearing of the Goshgarian lot. This cost, with the specified 10% markup, was billed to the trustees of the property and their payment has been received. Director Kiech asked about Warrant No. 0207-034 (\$865.13) to San Luis Autobody for bumper repair, and whether this should have been submitted to the District's Insurance Carrier for processing. Director Kiech was reminded that he and other members of the Budget Committee were present & meeting at the District Office when the accident occurred, specifically the district truck was accidentally backed into Ms. Putnam's car. Staff explained that the District has a \$500 deductible and that submitting the claim would adversely affect the District's premiums and rating. Director Kiech requested that the District's Auditor be contacted to verify that not submitting the claim was acceptable. A motion was made by Director Mirabel-Boubion and seconded by Director McLaughlin to approve the Warrants for July 1 through July 31, 2002. Motion carried unanimously.

## 7 DISCUSSION/ACTION ITEMS

### 7.1 Ordinance No. 96 – Relating To Mandatory Water Conservation Restrictions

District Counsel Schultz recapped the discussion at the July meeting, where the Board had requested more stringent penalties for violations to the Water Restrictions. Mr. Schultz had reviewed other agencies policies. As a result, fines were included in the Ordinance. A discussion followed, and it was pointed out that Counsel had inadvertently omitted two restrictions: 1) that all outdoor irrigation of vegetation with SSCSD water shall be prohibited and 2) the washing of automobiles, trucks, trailers, boats, mobile homes and other types of mobile equipment with SSCSD water is prohibited. The penalties were also discussed, and the consensus was that they should be listed as follows: 1<sup>st</sup> Offense is an infraction and a Warning will be issued; 2<sup>nd</sup> Offense is a misdemeanor with a \$100 fine; 3<sup>rd</sup> Offense is a misdemeanor with a \$250 fine; and the 4<sup>th</sup> offense shall result in discontinuance of water service. Cooperation will be the key to success. A motion was made by Director Kiech and seconded by Director Schell to adopt Ordinance No. 96 declaring a Water Emergency within the District, repealing Ordinance No. 95, and re-establishing a Comprehensive Water Conservation Plan, with the above amendments to be included in the Ordinance. A roll call vote was held with Director's Kiech, McLaughlin, Schell, Mirabel-Boubion and Bailey-Wood all voting in the affirmative. Motion carried unanimously. The information will be disseminated to the press, residents and businesses of San Simeon, and will be posted in various locations throughout the District. The information mailed to residents will be bi-lingual.

### 7.2 Preliminary Fiscal Year 2002 – 2003 Budget

Mr. Bloodgood reported that staff is still compiling information on cost saving strategies for the FY 2002-03 Budget. Mike Hanchett indicated that we is concerned the Board is not dealing with Capital Improvements correctly, and that they need to be dealt with in a different manner. He also stated that he felt Zero Based Budgeting was not used correctly. As for Employee Compensation and any Cost Of Living Adjustments that may be considered, he would like to know what Index is being utilized. He recommended a review of the staffing patterns at the wastewater plant, a switch to bi-monthly billing, and potentially closing the office and outsourcing the accounting/administration. Terry Lambeth suggested that the District should look at the cost of outsourcing the office duties and look at the implication of such action over time. Mr. Bloodgood replied that every one of these items, in addition to other potential cost savings strategies, had already been raised by the Budget Committee and/or members of the Board and were being reviewed as part of the budget process.

### 7.3 Board Committees

Water Committee: Met on August 7<sup>th</sup> and discussed two topics. In regards to water recycling, the committee would like to enter into discussions with the State Parks regarding the possibility of providing recycled water to the Visitor's Center. The committee would also like to develop a database with an



inventory of the current water. The recommendations of the committee are to 1) direct the General Manager/Paul Reichardt to write a letter of introduction to the State Parks Superintendent regarding the possibility of providing recycled water to the Visitor's Center and 2) to direct the Budget Committee to allocate \$5,000 in the FY 02-03 Budget for development of a Water Inventory. Director Bailey-Wood made a motion to accept the recommendations of the Water Committee. The motion was seconded by Director Kiech, and the motion passed unanimously. The Water Committee's next meeting is scheduled for September 4<sup>th</sup>.

**Budget Committee:** No Report

**Policy Committee:** A meeting will be scheduled. The CSDA Sample Policy Book has been purchased. District Counsel Schultz will be working with the Committee after September 1<sup>st</sup>, when he is officially on a monthly retainer.

**Facilities Committee:** The Facilities Committee has reviewed the initial draft of the first four chapters of the Kennedy Jenks Report and submitted their comments to Mr. Jenks. The Chamber Advisory committee also submitted their comments to Mr. Jenks for consideration. The Committee is awaiting initial drafts of the last two chapters, which will include Kennedy Jenks recommendations.

7.4 **Board Reports**

Director Bailey-Wood gave a brief report on the last North Coast Advisory Committee meeting.

7.5 **Robert's Rules of Order and Orderly Conduct At Meetings**

Sample information of was provided to the Board of Directors for review. This matter was referred to the Policy Committee for review. The Policy Committee can then formulate a recommendation for the Board to consider.

8 **BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS**

9. **ADJOURNMENT**

The meeting was adjourned at 7:45 P.M.

**SAN SIMEON COMMUNITY SERVICES DISTRICT  
WARRANT REPORT  
August 1 through August 31, 2002**

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT#</u>	<u>MEMO</u>	<u>AMOUNT</u>
8/13/02	3926	AMERICAN INDUSTRIAL SUPPLY	0208-001	PAINT & PAINT THINNER	\$ 104.16
8/13/02	3927	ARGO CHEMICAL	0208-002	FERRIC CHLORIDE FOR V.C. PUMP STATION	\$ 1,340.20
8/13/02	3928	AT&T	0208-003	TELEPHONE	\$ 68.61
8/13/02	3929	BASIC CHEMICAL SOLUTIONS	0208-004	SODIUM HYPOCHLORITE & BISULFITE	\$ 1,037.32
8/13/02	3930	CAMBRIA HARDWARE	0208-005	WIRE CONNECTORS, PAINT, BRUSH, BATTERY	\$ 161.57
8/13/02	3931	CRYSTAL SPRINGS WATER	0208-006	WATER DELIVERY	\$ 38.00
8/13/02	3932	FGL ENVIRONMENTAL	0208-007	INORGANIC ANALYSIS	\$ 85.00
8/13/02	3933	MILLER DRILLING COMPANY	0208-008	ABANDON STEEL WELL	\$ 1,400.00
8/13/02	3934	MISSION COUNTRY DISPOSAL	0208-009	RUBBISH	\$ 218.33
8/13/02	3935	MISSION UNIFORM SERVICE	0208-010	TOWELS & COVERALLS	\$ 117.60
8/13/02	3936	PACIFIC BELL	0208-011	TELEPHONE	\$ 206.62
8/13/02	3937	RMA COMPUTER SOLUTIONS	0208-012	WEBSITE UPDATES FOR AUGUST 2002	\$ 25.00
8/13/02	3938	SLO CO. AUDITOR-CONTROLLER	0208-013	LAFCO BUDGET ALLOCATION	\$ 1,889.00
8/13/02	3939	SCHULTZ TRANSPORTATION	0208-014	MONTHLY CONTAINER RENTAL	\$ 80.00
8/13/02	3940	U.S.A. TRANSPORT INC.	0208-015	SLUDGE DISPOSAL	\$ 1,051.08
8/13/02	3941	UNDERGROUND SERVICE ALERT	0208-016	ANNUAL MEMBERSHIP	\$ 50.00
8/13/02	3942	KATHY FRY	0208-017	SEC. DEP. REFUND LESS FINAL BILL #1066	\$ 17.02
8/15/02	3943	KIMBERLY ALLISON	0208-018	PAYROLL 8/1/02-8/15/02	\$ 561.39
8/15/02	3944	MICHAEL HASSETT	0208-019	PAYROLL 8/1/02-8/15/02	\$ 1,305.11
8/15/02	3945	RONALD HEAD	0208-020	PAYROLL 8/1/02-8/15/02	\$ 1,671.71
8/28/02	3946	AL'S SEPTIC PUMPING SERVICE	0208-021	SLUDGE DISPOSAL	\$ 325.00
8/28/02	3947	AMERICAN INDUSTRIAL SUPPLY	0208-022	RED PAINT FOR HYDRANT CURBS	\$ 82.64
8/28/02	3948	BASIC CHEMICAL SOLUTIONS	0208-023	SODIUM HYPOCHLORITE & BISULFITE	\$ 1,058.81
8/28/02	3949	CELLULAR ONE	0208-024	CELL PHONE	\$ 54.18
8/28/02	3950	CAROL BAILEY-WOOD	0208-025	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3951	DAVID KIECH	0208-026	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3952	ROBERT MCLAUGHLIN	0208-027	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3953	LORAIN MIRABAL-BOUBION	0208-028	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3954	ERIC SCHELL	0208-029	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3955	FGL ENVIRONMENTAL	0208-030	INORGANIC ANALYSIS	\$ 2,454.00
8/28/02	3956	FLUID SOLUTIONS COMPANY	0208-031	MARATHON INVERTER DUTY MOTOR	\$ 1,999.35
8/28/02	3957	MID-STATE BANK	0208-032	GAS & OIL	\$ 150.26
8/28/02	3957	MID-STATE BANK	0208-032	WORK BOOTS	\$ 134.05
8/28/02	3958	MID-STATE BANK	0208-033	GAS & OIL	\$ 224.82
8/28/02	3958	MID-STATE BANK	0208-033	TIRES, FUEL FILTER FOR TRUCK	\$ 720.35
8/28/02	3958	MID-STATE BANK	0208-033	CSDA POLICY BOOK, DOMAIN NAME, ETC..	\$ 449.68
8/28/02	3959	PG&E	0208-034	ELECTRICITY	\$ 6,947.26
8/28/02	3960	SAN LUIS POWERHOUSE	0208-035	ANNUAL GENERATOR LOAD TEST	\$ 343.75
8/28/02	3961	USA BLUE BOOK	0208-036	GLOVES, 15' SAMPLER	\$ 268.23
8/28/02	3962	USA TRANSPORT	0208-037	SLUDGE DISPOSAL	\$ 1,062.07
8/28/02	3963	PUBLIC EMP. RET. SYSTEM	0208-038	HEALTH INSURANCE FOR SEPTEMBER 2002	\$ 836.83
8/28/02	3964	A BETTER BEEP	0208-039	PAGER	\$ 29.45
8/31/02	3965	KIMBERLY ALLISON	0208-040	PAYROLL 8/16/02-8/31/02	\$ 411.29
8/31/02	3966	MICHAEL HASSETT	0208-041	PAYROLL 8/16/02-8/31/02	\$ 1,294.20
8/31/02	3967	RONALD HEAD	0208-042	PAYROLL 8/16/02-8/31/02	\$ 1,717.69
8/31/02	3968	MID-STATE BANK	0208-043	PAYROLL TAXES FOR AUGUST 2002	\$ 1,658.10
8/31/02	3969	EMPLOYMENT DEV. DEPT.	0208-044	PAYROLL TAXES FOR AUGUST 2002	\$ 416.77
8/31/02	3970	PUBLIC EMP. RET. SYSTEM	0208-045	RETIREMENT FOR AUGUST 2002	\$ 1,262.83
8/31/02	3971	STATE WORKERS COMP INS FUND	0208-046	WORKERS COMP INS FOR 7/20/02-8/20/02	\$ 1,042.08
8/31/02	3972	GROENIGER & COMPANY	0208-047	COMPOUND METERS, NUTS, BOLTS, GASKETS	\$ 14,748.16
8/31/02	3973	GROENIGER & COMPANY	0208-048	APOLLO WAFER & SPACER	\$ 416.13
8/31/02	3974	GROENIGER & COMPANY	0208-049	NUTS, BOLTS, RING GASKET	\$ 292.92
8/31/02		TOTAL			\$52,203.62

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**WARRANT REPORT**  
September 1 through September 30, 2002

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT#</u>	<u>MEMO</u>	<u>AMOUNT</u>
9/12/02	3975	AT&T	0209-001	TELEPHONE	\$ 49.18
9/12/02	3976	CRYSTAL SPRINGS WATER	0209-002	WATER DELIVERY	\$ 38.00
9/12/02	3977	FGL ENVIRONMENTAL	0209-003	INORGANIC ANALYSIS	\$ 61.00
9/12/02	3978	GROENIGER & COMPANY	0209-004	3" PLATE FLANGE & RING GASKET	\$ 16.52
9/12/02	3979	RMA COMPUTER SOLUTIONS	0209-005	WEBSITE UPDATES FOR SEPTEMBER 2002	\$ 25.00
9/12/02	3980	SCHULTZ TRANSPORTATION	0209-006	MONTHLY CONTAINER RENTAL	\$ 80.00
9/12/02	3981	USA BLUE BOOK	0209-007	LONG HANDLED DIPPER	\$ 71.50
9/12/02	3982	SLO CO. NEWSPAPERS	0209-008	LEGAL AD FOR AVONNE/CASTILLO LOOPLINE	\$ 172.12
9/12/02	3983	PACIFIC BELL	0209-009	TELEPHONE	\$ 187.43
9/12/02	3984	MISSION UNIFORM SERVICE	0209-010	TOWELS & COVERALLS	\$ 164.98
9/12/02	3985	MISSION COUNTRY DISPOSAL	0209-011	RUBBISH	\$ 218.33
9/12/02	3986	AMERICAN INDUSTRIAL SUPPLY	0209-012	PAINT FOR HYDRANT CURBS	\$ 213.37
9/12/02	3987	CAMBRIA HARDWARE	0209-013	PAINT SUPPLIES, LOCK COMPOUND, ROUNDUP	\$ 117.52
9/12/02	3988	FLUID SOLUTIONS COMPANY	0209-014	TELEMETRY/CONTROL SERVICE	\$ 578.63
9/12/02	3989	U.S.A TRANSPORT INC.	0209-015	SLUDGE DISPOSAL	\$ 1,061.66
9/12/02	3990	VIKING OFFICE PRODUCTS	0209-016	PRINTER, COPIER, FAX CARTRIDGES, DISKS	\$ 263.31
9/12/02	3991	EDA, INC.	0209-017	GEN. MGMT. SERVICES FOR JULY 2002	\$ 9,111.99
9/12/02	3992	UNDERWATER RESOURCES	0209-018	RED VALVE INSTALLATION	\$ 10,000.00
9/15/02	3993	KIMBERLY ALLISON	0209-019	PAYROLL 9/1/02-9/15/02	\$ 515.74
9/15/02	3994	MICHAEL HASSETT	0209-020	PAYROLL 9/1/02-9/15/02	\$ 1,349.66
9/15/02	3995	RONALD HEAD	0209-021	PAYROLL 9/1/02-9/15/02	\$ 1,867.40
9/18/02	3996	PETTY CASH	0209-022	POSTAGE & MILEAGE	\$ 85.22
9/25/02	3997	PUBLIC EMP. RET. SYSTEM	0209-023	HEALTH INSURANCE FOR OCTOBER	\$ 836.83
9/25/02	3998	PG&E	0209-024	ELECTRICITY	\$ 7,594.03
9/25/02	3999	CELLULAR ONE	0209-025	CELL PHONE	\$ 54.18
9/25/02	4000	JOHN WALACE & ASSOCIATES	0209-026	DISTRICT ENGINEERING FOR JUNE 2002	\$ 2,285.08
9/25/02	4001	JOHN WALACE & ASSOCIATES	0209-027	RIP RAP, FACILITIES PLAN, AIR PIPING, ROADS	\$ 4,942.62
9/25/02	4002	CLEATH & ASSOCIATES	0209-028	REVISIONS TO REPORT ON WWTP BLUFF	\$ 180.00
9/25/02	4003	BASIC CHEMICAL SOLUTIONS	0209-029	SODIUM HYPOCHLORITE & BISULFITE	\$ 1,420.35
9/25/02	4004	CREEK ENVIRONMENTAL LAB.	0209-030	TOTAL COLIFORM ANALYSIS	\$ 74.00
9/25/02	4005	FLUID SOLUTIONS COMPANY	0209-031	HOOK UP VFD ALARMS TO PHONE DIALER	\$ 707.25
9/25/02	4006	LIGHTHOUSE LITHO	0209-032	BUSINESS CARDS	\$ 67.57
9/25/02	4007	SLO CO. ENVIRON. HEALTH	0209-033	CROSS CONNECTION	\$ 253.00
9/25/02	4008	SAN LUIS SECURITY SYSTEMS	0209-034	ALARM FOR OCT., NOV. & DEC.	\$ 81.00
9/25/02	4009	U.S.A TRANSPORT INC.	0209-035	SLUDGE DISPOSAL	\$ 1,061.46
9/25/02	4010	HUNT & ASSOCIATES	0209-036	ATTORNEY FEES FOR AUGUST 2002	\$ 342.69
9/25/02	4011	RONALD HEAD	0209-037	REIMBURSE DEPENDENT HEALTH COVERAGE	\$ 597.60
9/30/02	4012	KIMBERLY ALLISON	0209-038	PAYROLL 9/16/02-9/30/02	\$ 538.56
9/30/02	4013	MICHAEL HASSETT	0209-039	PAYROLL 9/16/02-9/30/02	\$ 1,311.96
9/30/02	4014	RONALD HEAD	0209-040	PAYROLL 9/16/02-9/30/02	\$ 1,723.11
9/30/02	4015	EMPLOYMENT DEV. DEPARTMENT	0209-041	PAYROLL TAXES	\$ 450.01
9/30/02	4016	MID-STATE BANK	0209-042	PAYROLL TAXES	\$ 1,806.04
9/30/02	4017	STATE COMPENSATION FUND	0209-043	WORKERS COMP INS. FOR 8/20/02-9/20/02	\$ 1,075.10
9/30/02	4018	PUBLIC EMP. RET. SYSTEM	0209-044	RETIREMENT FOR SEPTEMBER	\$ 1,317.27
9/30/02	4019	MID-STATE BANK	0209-045	GAS & OIL	\$ 222.75
9/30/02	4019	MID-STATE BANK	0209-049	POSTAGE & ENVELOPES	\$ 262.61
9/30/02		TOTAL			\$ 55,453.63

# San Simeon Community Services District



## San Simeon Investment Report As of June 30, 2002 (Unaudited)

June 30, 2002

### ASSETS

#### Current Assets

##### Checking/Savings

1022- General Checking	\$	9,397.08
1026- Money Market Account	\$	553.07
1200- LAIF - Non Restricted Cash	\$	<u>1,118,259.32</u>

Total Checking/Savings \$ 1,128,209.47 ➔

#### Other Current Assets

##### 1201 Non Current Restricted Cash

1201.5 - Restricted Cash Reserves	
1202.0 - Contingent Liability Reserves	\$ 250,000.00
1210.0 - Customer Security Deposits	\$ 9,100.00
1212.0 - Connect Hookup Wait Deposits	<u>\$ 43,470.00</u>

Total 1201.5 Restricted Cash Reserves \$ 302,570.00

Total 1201 Non Current Restricted Cash \$ 302,570.00

Total Other Current Assets \$ 302,570.00

Total Current Assets \$ 1,430,779.47

**TOTAL ASSETS** \$ 1,430,779.47

The District has the ability to meet the next 3 months cash flow requirements  
Market Valuation is stated as of the 6/30/02 LAIF Statement  
Investments are in compliance with current district policies

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

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**DATE:** October 7, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, General Manager  
**FROM:** Paul E. Reichardt, Assistant General Manager  
**SUBJECT:** Request for Will Serve Letter

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**RECOMMENDATIONS:**

Staff recommends the Board;

1. Review the attached request from David Brown regarding the Russel property.
2. Authorize staff to respond to Mr. Brown's request with the contingencies outlined below.

**DISCUSSION:**

The Board has received a request from David M. Brown, on behalf of his client, John Russel, regarding proposed renovations on the property located at 555 Pico Avenue in San Simeon. Mr. Russel wishes to remodel the house located at this address. Prior to issuing a permit, the County of San Luis Obispo requires a letter from the District affirming that this project meets with the District's approval and that it is in compliance with the current moratorium relative to water and sewer connections.

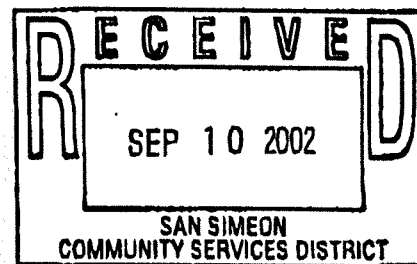
Upon initial receipt of Mr. Brown's request, staff contacted him to request copies of both the existing and proposed floor plans. Having reviewed these sketches, it is staff's opinion that the Board could direct staff to draft a letter outlining approval contingent upon;

1. Full compliance with the District's Ordinance No. 66 relative to the moratorium on the issuance of Water and Sewer connections within the District.
2. Submittal of three (3) full sets and one (1) reduced set of construction documents which will allow staff to review and determine whether the project is in full compliance with District Ordinance.

DAVID M. BROWN

ARCHITECT

August 28, 2002



Ms. Carol Baily-Wood
Chair, Board of Directors
San Simeon Community Services District
111 Pico Avenue
San Simeon, Ca. 93452

Dear Chairwoman Baily-Wood:

I am contacting you on behalf of Mr. John Russel who recently purchased the property at 555 Pico Avenue in San Simeon Acres.

Upon his retirement as a teacher in Missouri, Mr. Russel intends to move here and live in this house as a full time resident. Consequently, he wants to make some modifications to the house that would require a permit from the San Luis Obispo County Planning and Building Department. These modifications include the remodel of both the interior and the exterior of the existing 785 square foot residence.

The interior work will include modification to the layout of the rooms within the building on a like for like basis. No new rooms or plumbing fixtures will be added, except that all of the replacement fixtures will be of the low flow, water saving variety.

The exterior work will include the addition of new doors and windows; construction of perimeter walls and foundation to bring the structure up to code; structural modification to meet current earthquake and energy standards (currently, the house is single board wall construction without any insulation); and, roof replacement with a Class A fire rated material and siding replacement with rock and Hardishingles (a fiber-cement product).

We believe that the limited scope of this project is allowed as set forth in your moratorium on water and sewer connections. We request that your board provide a letter verifying that fact so that Mr. Russel may begin processing his permit.

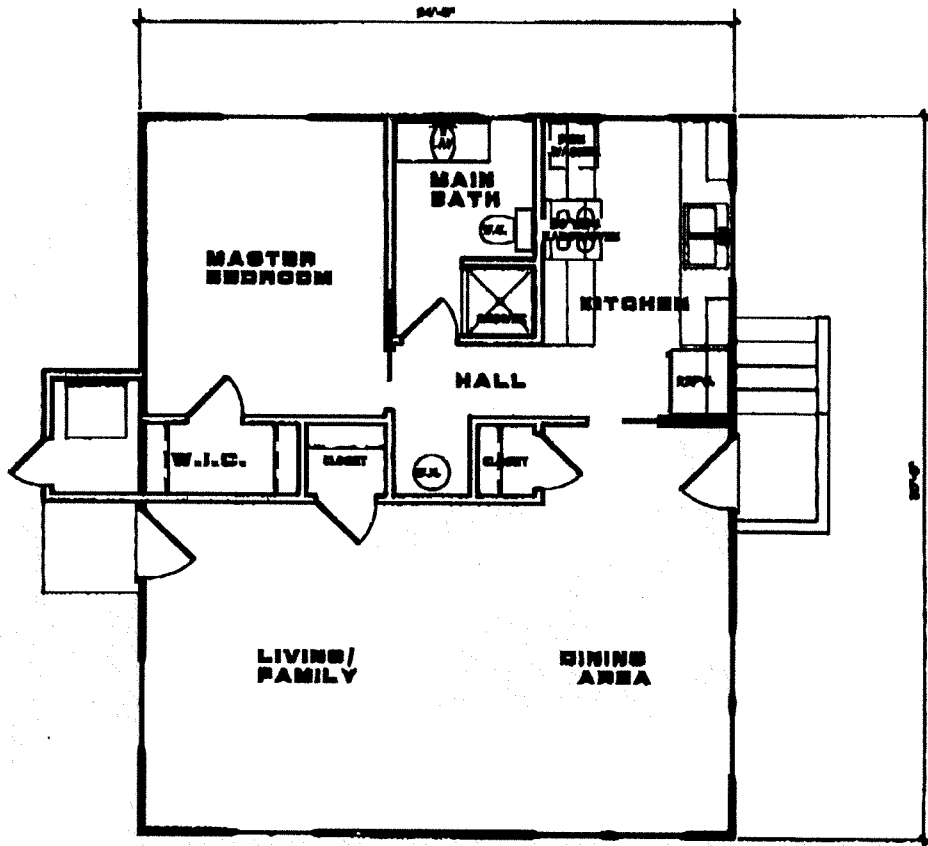
Thank you for your time and consideration.

Sincerely,

Handwritten signature of David M. Brown

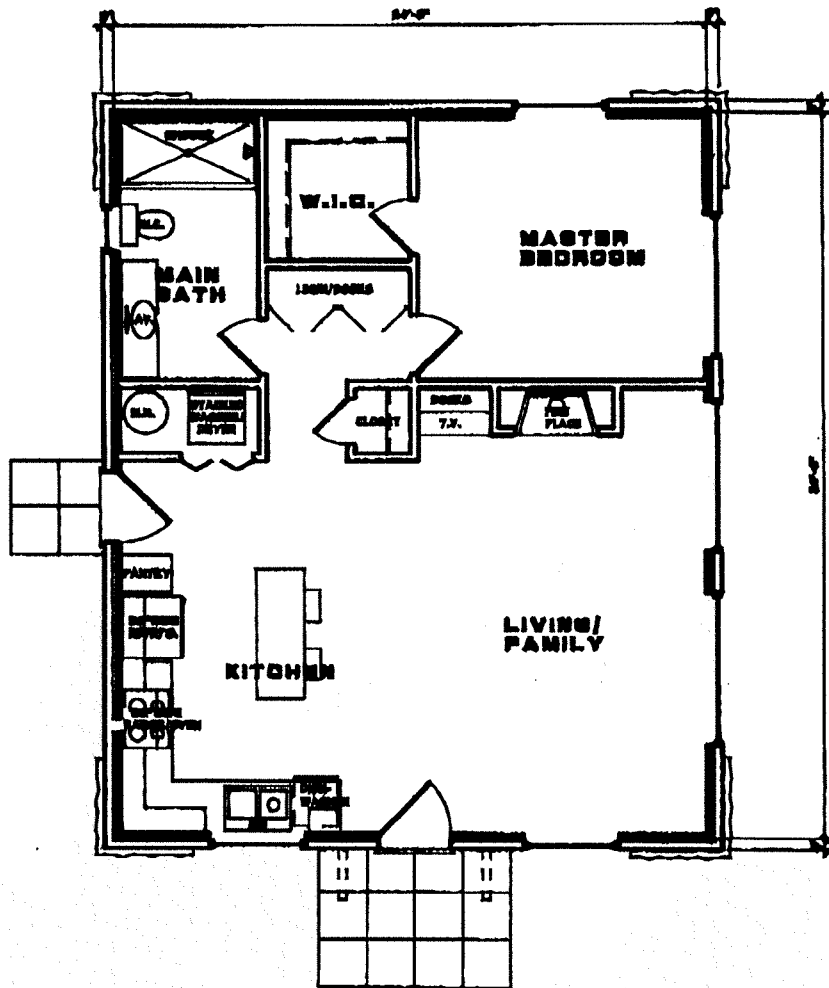
David M. Brown
Architect-Agent

Post-It Fax Note 7671 Date 9-10-02 # of pages 3
To Eileen From Kim
Co./Dept. Co.
Phone # Phone #
Fax # Fax #



# EXISTING FLOOR PLAN

SCALE: 1/8"=1'-0"



# PROPOSED FLOOR PLAN

SCALE: 1/8"=1'-0"



ORDINANCE NO. 66

**AN ORDINANCE OF THE SAN SIMEON ACRES  
COMMUNITY SERVICES DISTRICT CONTINUING A MORATORIUM  
ON THE ISSUANCE OF WATER AND SEWER CONNECTIONS WITHIN  
THE BOUNDARIES OF THE DISTRICT**

**BE IT ORDAINED** by the Board of Directors of the San Simeon Acres Community Services District ("District") as follows:

**SECTION I. FINDINGS.**

The Board of Directors of the District does hereby find, determine, and declare as follows:

A. There currently exists a serious water quality and quantity problem within the boundaries of the District;

B. There currently exists a moratorium on new sewer and water connections within the District originally established by Ordinance No. 61 and extended by Ordinance No. 63 to April 1, 1988. The intent of the Board of Directors by this Ordinance is to keep in effect said moratorium after the April 1, 1988, expiration date of Ordinance No. 63;

C. The water quality and quantity problems of the District pose a current and immediate threat to the health and safety of the people within the District;

D. The granting of additional water and sewer connections within the District contrary to the provisions of this ordinance would result in an immediate threat to the public health and safety;

E. The District is diligently pursuing long term supplemental water supplies, but until the time when such supply is available, it is necessary to continue the existing moratorium.

**SECTION II. MORATORIUM ON WATER AND SEWER CONNECTIONS.**

Except as provided in Section IV of this Ordinance, the District shall shall not allow water and sewer connec-

Post-It® Fax Note	7671	Date	8-29-02	# of pages	3
<i>Eileen</i>		From	<i>KLM</i>		
Co./Dept.		Co.			
Phone #		Phone #			
Fax #		Fax #			

tions or service on properties located within the boundaries of the District to serve any of the following:

1. Any new structure that will require new water or sewer service; or
2. Any expansion of an existing structure that will incorporate additional plumbing fixtures; or
3. Any expansion of an existing structure that will increase its potential for occupancy and demand for water or sewer.

**SECTION III. DURATION OF MORATORIUM.**

The provisions of this Ordinance shall remain in effect until repealed. This ordinance supersedes Ordinance No. 63.

**SECTION IV. VESTED RIGHT EXEMPTION.** The prohibition on new sewer or water connections provided in Section II of this Ordinance shall be inapplicable to projects receiving a vested rights exemption pursuant to Section 4 of District Ordinance No. 65.

**SECTION V. CONSTITUTIONALITY.**

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by a Court of competent jurisdiction, such decision shall not affect the validity or the constitutionality of the remaining portions of this Ordinance. The Board of Directors of the District hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

**SECTION VI. EFFECTIVE DATE OF ORDINANCE.**

This Ordinance shall be in full force immediately upon passage and within fifteen (15) days thereof shall be

published at least once in a newspaper of general circulation in the County of San Luis Obispo, California.

**INTRODUCED, PASSED AND ADOPTED** at a regular meeting of the Board of Directors held this 9th of March, 1988, on motion of Director Hoffman, seconded by Director Blankenship, and on the following roll call vote, to-wit:

**AYES:** Beal, Hoffman, Blankenship, Boniface, Price

**NOES:** None

**ABSENT:** None

Thomas A. Beal

President of the San Simeon Acres Community Services District and of the Board of Directors Thereof

**ATTEST:**

Shauna D. Head  
Shauna D. Head, Secretary of the San Simeon Acres Community Services District and of the Board of Directors Thereof

**APPROVED AS TO FORM:**

Roger C. Lyon, Jr.  
ROGER C. LYON, JR., Attorney for the San Simeon Acres Community Services District

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

Route 1, Box S-17  
San Simeon, California 93452  
(805) 927-4778

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**MEMORANDUM**

**DATE:** October 9, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, General Manager  
**FROM:** John Wallace, District Engineer  
**SUBJECT:** Proposition 50 Water Bond Initiative

---

**RECOMMENDATIONS:**

It is recommended that the Board adopt the attached Board Resolution supporting Proposition 50.

**DISCUSSION:**

On November 5, 2002, the electorate of California will be asked to vote on Proposition 50, a \$3.44 billion bond initiative. If passed, this initiative will be funded through the sale of general obligation bonds. The proposition will fund a variety of water projects including coastal protection, the CALFED Bay-Delta Program, integrated regional water management, safe drinking water, and water quality projects. Prop 50 was formed by coalitions of Northern and Coastal Counties to pursue funding for water related projects.

A series of regional meetings have been sponsored by this coalition including an organizational meeting for SLO County Communities on September 25, 2002. If Prop 50 is passed, supporters estimate that SLO County participants will share approximately \$15 million to fund local projects. The projects must be feasible, have strong local support and be completed in two years. The SLO County Coalition will be meeting again on October 16, 2002, to have local agencies submit their funding requests of no more than \$300,000. The agencies will then prioritize the funding requests. This list of projects will be sent to the initiative organizers.

A San Simeon Community Services District Resolution endorsing this proposition will help the District establish that there is public support for this initiative and will hopefully justify our District receiving funding for our water projects.

**RESOLUTION NO. 02-282**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT  
SUPPORTING LEGISLATION AND THE ACTIVITIES OF A COOPERATIVE  
COALITION TO ALLOCATE FUNDING FROM FUTURE WATER BOND  
INITIATIVES FOR PROJECTS THAT WILL BENEFIT  
THE COMMUNITY OF SAN SIMEON, SAN LUIS OBISPO COUNTY AND OTHER  
COUNTIES IN NORTHERN AND COASTAL CALIFORNIA**

**WHEREAS**, the California electorate has approved three statewide bond initiatives over the past two years that provided \$6.67 billion for water and parks related programs in California, and an additional bond initiative, Proposition 50, is on the ballot for the November 5, 2002 election that would provide an additional \$3.44 billion if approved by the voters; and

**WHEREAS**, development of a regional coalition to organize and promote local water projects for funding has proven to be effective in obtaining federal appropriations for California and enabling the completion of many beneficial projects; and

**WHEREAS**, The San Simeon Community Services District has established a list of capital equipment and projects which identifies our water and wastewater needs necessary for the health and safety of our community; and,

**WHEREAS**, the San Simeon Community Services District has identified the following projects to be consistent with its policy, provide important environmental benefits and warrant state funding as may be provided by future bond initiatives:

- Reservoir Line Replacement
- Numerous Maintenance Upgrades System Wide including Water Tank Replacement
- Completion of Water Master Plan Studies including Water Recycling Project

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of the San Simeon Community Services District approves the following actions:

1. Supports legislation to allocate funding from future Water Bond Initiatives for local projects in the Community of San Simeon.
2. Supports legislation to allocate funding from future Water Bond Initiatives for local projects in San Luis Obispo, Santa Barbara, Sonoma and other Northern and Coastal California Counties.

3. Authorizes the District Manager, or his designee, to work with other public agencies to help develop the Northern and Coastal California Water Bond Initiative Coalition to advocate and secure grant funds for drinking water, wastewater, fisheries, wetlands, water reuse, non-point source and flood control projects that will benefit San Luis Obispo, Santa Barbara, Sonoma County and other counties in Northern and Coastal California.

**PASSED, APPROVED AND ADOPTED this 9<sup>th</sup> day of October 2002 by the following vote:**

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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President of the Board

SSCSDProp50Res

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

---

**DATE:** September 11, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Safety Grating Purchase - Wastewater Treatment Plant

---

**RECOMMENDATIONS:**

Staff recommends the Board:

Authorize staff to purchase the new fiberglass reinforced plastic safety grating materials from Harrington Industrial Plastics of Ventura California in the amount of \$3,479.36, which includes tax and shipping costs.

**FUNDING:**

Currently, funds in the amount of \$5,000 are to be included in the District's Proposed FY 2002-2003 Budget for Safety Improvements - Grating.

**DISCUSSION:**

The existing steel grating system originally used at the wastewater treatment plant is severely corroded and in some cases missing entirely.

Reinforced fiberglass safety grating has been recommended as the material to select to replace the steel wire mesh. The new grating materials allows staff to cut and install each custom shape found throughout the plant. In addition, the new grating is skid and corrosion resistant.

Staff has solicited quotations from two suppliers of fiberglass reinforced grating materials. The lowest quotation received is Harrington Industrial Plastics in the amount of \$3,479.36.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

---

**DATE:** September 11, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Final Payment - Ocean Outfall Repair

---

**RECOMMENDATIONS:**

Staff recommends the Board:

Approve final payment to Underwater Resources, Inc., in the total amount of **\$13,958.05**

**FUNDING:**

Currently, funds in the amount of **\$30,000.00** were carried over and are now included in the District's FY 2002-2003 Budget under Item No. S-9 Sewer System Improvements.

The estimated labor cost for the repair of the ocean outfall emergency repair was estimated at **\$10,000.00**, depending upon weather and surf conditions. The cost to purchase four new diffuser valves was **\$4,412.00**.

With the additional time required for construction during heavy surf, the total cost for the ocean outfall repair including the new diffusers is **\$18,370.05**.

**DISCUSSION:**

Staff has coordinated installation of the four new diffusers and underwater repairs with Underwater Resources, Inc., of San Francisco, California. The goal was to complete the repairs as soon as practicable considering surf/weather conditions. Unfortunately, the contractor experienced heavy surf during the repairs of the outfall and the project took longer than expected. The extra cost associated with the heavy surf conditions and extra time is **\$3,958.05**.

It is recommended by staff to approve Underwater Resources, Inc., final payment of **\$13,958.05**.



# October

2002

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
6	7 Strategic Planning Session - Ph II	8	9 SSCSD Board Mtg	10	11	12
13	14	15 Checks to Sign	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31 Checks to Sign Halloween		

Posted on Sun, Sep. 01, 2002

## Well levels rise following efforts to save water

Kathe Tanner  
The Tribune

**SAN SIMEON** - Since the San Simeon Community Services District put stringent water-conservation measures in place, levels in the district's water wells have risen just a bit, according to Plant Superintendent Ron Head.

"Because the board passed the ordinance, some of the people here are trying hard," he said.

The district has banned the use of its potable water for:

- washing cars and other kinds of vehicles and mobile equipment;
- washing sidewalks, driveways, buildings, parking lots or other structures (except in cases of fire or threat to public sanitation);
- irrigating plants and other landscaping; and
- refilling, filling or adding water to pools, fountains and spas (other than that amount needed to keep the equipment operative and replace water that has evaporated).

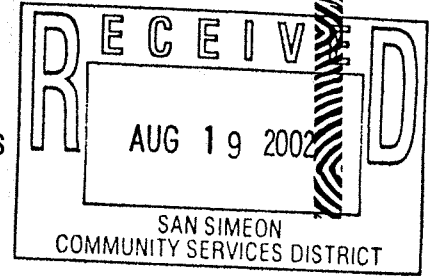
The Aug. 14 ordinance states that water supplies are limited, the district's water has problems with undesirable levels of chlorides, there is no long-term solution to the water shortage and there is a risk of running out of water by the end of the dry season.

Also, restaurants may not automatically serve glasses of water to customers but can provide water if patrons request it.

The district has put similar ordinances in place before during unusually dry months and during droughts.

# STOP NOTICE

LEGAL NOTICE TO WITHHOLD CONSTRUCTION FUNDS  
(Public or Private Work)  
(Per California Civil Code Section 3103)



To: San Simeon Community Services District  
(Name of owner, public body or construction fund holder)

111 Pico Avenue  
(Address, if directed to a bank or savings and loan assn., use address of branch holding fund)

San Simeon, Ca. 93452  
(City, state and zip)

Project: Air Distribution System Piping Upgrade  
(Name)

9245 Balboa Ave  
(Address)

San Simeon Ca 93452  
(City, state and zip)

TAKE NOTICE THAT Ben's Electric Co.  
(Name of the person or firm claiming the stop notice. Licensed contractors must use the name under which contractor's license is issued)

whose address is 1390 Randall Dr. Cambria, Ca 93428  
(Address of person or firm claiming stop notice)

has performed labor and furnished materials for a work of improvement described as follows: To: D-KAL Engineering

San Simeon Sewer Treatment Plant 9245 Balboa Ave. San Simeon, Ca 93452  
(Name and location of the project where work or materials were furnished)

The labor and materials furnished by claimant are of the following general kind: electrical; installation of conduit, wire, boxes, VFD's; controls, Breakers etc.  
(Kind of labor, services, equipment, or materials furnished or agreed to be furnished by claimant)

Total value of the whole amount of labor and materials agreed to be furnished is: ..... \$ 30,818.82

The value of the labor and materials furnished to date is: ..... \$ 30,818.82

Claimant has been paid the sum of: ..... \$ 20,717.11

and there is due, owing and unpaid the sum of: ..... \$ 10,111.71

You are required to set aside sufficient funds to satisfy this claim with interest, court costs and reasonable costs of litigation, as provided by law. You are also notified that claimant claims an equitable lien against any construction funds for this project which are in your hands.

FIRM NAME: Ben's Electric Co.  
(Name of stop notice claimant)

By: Benjamin A. Johnson  
(Owner or agent of stop notice claimant must sign here and verify below)

## VERIFICATION

I, the undersigned, say: I am the A Partner of  
(President of A partner of Owner of Agent of etc.)  
the claimant named in the foregoing Stop Notice; I have read said Stop Notice and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on Aug. 19, 2002 at Cambria, California.  
(Date this document was signed) (Name of city where stop notice signed)

Benjamin A. Johnson  
(Personal signature of the individual who is swearing that the contents of stop notice are true)

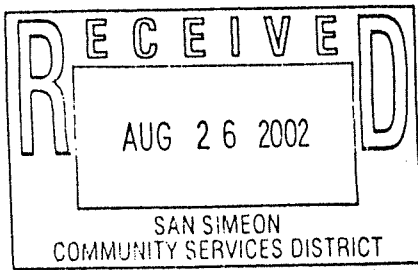
## REQUEST FOR NOTICE OF ELECTION

(Private Works Only)

(Per California Civil Code Section 3159, 3161, or 3162)

If an election is made not to withhold funds pursuant to this stop notice by reason of a payment bond having been recorded in accordance with Sections 3235 or 3162, please send notice of such election and a copy of the bond within 30 days of such election in the enclosed preaddressed stamped envelope. This information must be provided by you under Civil Code Sections 3159, 3161, or 3162.

Signed: \_\_\_\_\_  
(Claimant must enclose self-addressed stamped envelope)

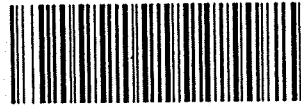


**JULIE RODEWALD**  
San Luis Obispo County - Clerk/Recorder

SR  
7/25/2002  
9:08 AM

Recorded at the request of  
**Public**

DOC#: **2002060541**



Titles: 1 Pages: 1

Fees	0.00
Taxes	0.00
Others	0.00
PAID	<u>\$0.00</u>

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO:

JOHN L WALLACE & ASSOCIATES  
4115 Broad Street Suite B-5  
San Luis Obispo, California 93401

### NOTICE OF COMPLETION

Project Title: AIR DISTRIBUTION SYSTEM PIPING UPGRADE Date: July 10, 2002

The Project completed is: Air Distribution System Piping Upgrade

The location of The Project is: San Simeon, California

The work performed under this contract has been inspected by authorized representatives of the District, the Contractor, and the Engineer, and the Project (or specified part of the Project, as indicated above) is hereby accepted by the District and declared to be substantially completed on the above date.

Completion of the Work shall be the date of such acceptance of the Work by the District, as provided under California Civil Code Section 3086. Completion shall mean substantial performance of the contract as such is defined in Black's Law Dictionary, Revised Fourth Edition, West Publishing Company.

There are no items remaining to be completed or corrected. The Contractor does hereby waive any and all claims to all monies withheld by the District under the Contract to cover the value of any uncompleted or uncorrected items.

#### NO TRANSFERORS

John L. Wallace & Associates  
Engineer

*Craig R. Taylor 7-3-02*

The Contractor hereby ac  
on the appended list v

DKAL Engineer  
Contr

The Dir  
poss  
u

REMARKS: The  
N:\084-SSCSD\084-0

STATE CAPITOL  
P.O. BOX 942849  
SACRAMENTO, CA 94249-0033  
(916) 319-2033

DISTRICT OFFICE  
1302 MARSH STREET  
SAN LUIS OBISPO, CA 93401  
(805) 549-3381  
(805) 549-3400 FAX

# Assembly California Legislature

**ABEL MALDONADO**  
ASSEMBLYMEMBER, THIRTY-THIRD DISTRICT

**COMMITTEES:**  
Vice-Chairman, AGRICULTURE  
**MEMBER:**  
APPROPRIATIONS  
BUDGET  
GOVERNMENTAL ORGANIZATION  
BUDGET SUBCOMMITTEE #5 ON  
INFORMATION TECHNOLOGY/  
TRANSPORTATION



August 13, 2002

Ms. Eileen Putnam, Ass't General Manager  
San Simeon Community Services District  
111 Pico Avenue  
San Simeon, CA 93452

Dear Ms. Putnam:

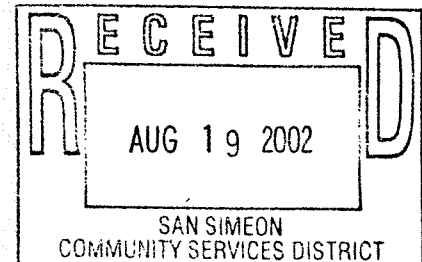
Thank you once again for having contacted me regarding your concerns with the impact of energy surcharges on local government. I have again contacted the Public Utilities Commission to remind them of my interest on your behalf.

Please be assured that I will continue to monitor this matter and keep you advised of any information I receive.

Sincerely,

  
ABEL MALDONADO  
Assembly Member

AM:cr





Employment  
Development  
Department



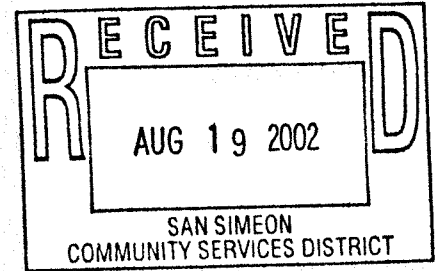
Gray Davis, Governor

State of California

Health and Human Services Agency

4:T040e:JHuang;jh:t040e  
August 19, 2002

SAN SIMEON COMMUNITY SERVICES DISTRICT  
RR 1 BOX S-17  
SAN SIMEON CA 934529801



Employer Account Number 499-0255-4

The Administrative Law Judge Decision listed below states that your reserve account is relieved of benefit charges for the following claimants. We have removed the benefit charges and adjusted your reserve account.

<u>NAME</u>	<u>SSA NUMBER</u>	<u>DATE OF CLAIM</u>	<u>CHARGES</u>	<u>DECISION NUMBER</u>	<u>DATE OF DECISION</u>
F WARREN	573-72-5820	09-24-00	\$5980.00	600311	04-18-02

Enclosed is an amended Notice of Contribution Rates and Statement of UI Reserve Account, DE 2088. If your rate has been lowered and you have already paid UI contributions at the previous tax rate, you may take credit against future UI payments due within this tax year. If you do not take the credit for the excess contributions during the year, it will be refunded to you after the Annual Reconciliation Return (DE 7) is processed.

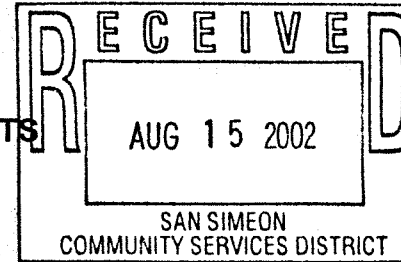
If the removal of the above charges makes you eligible to participate in the Voluntary UI Program, or changes your payment option amounts, enclosed will be your new Voluntary UI Contribution Notice, (DE 2088A), and the Explanation and Worksheet, (DE 2088VU). If you previously submitted a payment that was sufficient for one of the options, it is reflected on the enclosed notice. If you would like to reduce your UI rate to one of the other options, please use the enclosed Voluntary UI Contribution Form to remit any additional amounts due.

If you have any questions, please contact Judy Huang of my staff at (916) 654-6494.

JANICE NAKAOKA, Supervisor  
Charge Protest Unit, MIC 4  
Contribution Rate Group  
Tax Branch

# LAFCO • The Local Agency Formation Commission

Serving the Area of San Luis Obispo County



TO: ALL INDEPENDENT SPECIAL DISTRICTS  
FROM: PAUL L. HOOD, EXECUTIVE OFFICER  
DATE: AUGUST 8, 2002

SUBJECT: REPEAL OF REGULATIONS AFFECTING THE FUNCTIONS AND SERVICES OF SPECIAL DISTRICTS WITHIN THE COUNTY

**COMMISSIONERS**

- RICHARD ROBERTS, Chair  
Public Member
- CAROLYN MOFFATT, Vice-Chair  
Special District Member
- RAY JOHNSON  
City Member
- BARBARA MANN  
Special District Member
- DUANE PICANCO  
City Member
- SHIRLEY BIANCHI  
County Member
- MICHAEL P. RYAN  
County Member

**ALTERNATES**

- KATCHO ACHADJIAN  
County Member
- HELEN MAY  
Special District Member
- TOM MURRAY  
Public Member
- ALLEN SETTLE  
City Member

**STAFF**

- PAUL L. HOOD  
Executive Officer
- RAY BIERING  
Legal Counsel
- DAVID CHURCH  
LAFCO Analyst
- LEAHA K. MAGEE  
Clerk to the Commission

At its July 17, 2002 meeting, the Commission considered a request from the SLO Chapter of the California Special Districts Association to repeal its rules and regulation concerning the exercise of latent powers by special districts. Latent powers are those powers that were authorized when the district was formed, but are not actively used presently. Since 1994, if a district wishes to exercise a latent power, it must first receive LAFCO approval. This requirement was a condition of special district representation on the Commission, but has since been repealed as part of the Cortese-Knox-Hertzberg Act of 2000.

Repeal of the rules and regulations affecting latent powers can either be initiated by the Commission or by a majority of the independent special districts within the County. Since having each special district adopt a resolution asking LAFCO to repeal its rules and regulations would be a cumbersome process, the Special Districts Association requested that the Commission initiate the process.

The Commission has agreed to initiate the repeal process, but has requested that the independent special districts be given an opportunity to comment on this action. The Commission will consider repealing these rules and regulations at its September 19, 2002 meeting. Therefore, if any special district has concerns about this action they should contract me before the September hearing date. Scheduling the hearing for September should allow special districts adequate time to place this matter on their board agendas, if necessary.

Please feel free to contact me if you have any questions or need further information.

**SAN SIMEON  
COMMUNITY SERVICES DISTRICT**

**AUDIT PROPOSAL**

**FOR THE THREE YEARS ENDING  
JUNE 30, 2004**





**CROSBY & CINDRICH, CERTIFIED PUBLIC ACCOUNTANTS**  
**A PROFESSIONAL CORPORATION**

1368 MARSH STREET - SAN LUIS OBISPO, CA 93401  
PHONE: (805)543-5800 FAX: (805)543-2575

July 18, 2002

Board of Directors  
San Simeon Community Services District  
111 Pico Avenue  
San Simeon, California 93452

**Members of the Board:**

We appreciate this opportunity to submit our proposal for the audits of the San Simeon Community Services District, for the years ended June 30, 2002, June 30, 2003, and June 30, 2004.

**QUALIFICATIONS OF THE FIRM**

Crosby & Cindrich is a full-service CPA firm, located in San Luis Obispo. Both Partners, collectively, have thirty-one years of auditing experience. Our experience with governmental fund accounting and auditing and our familiarity with the San Simeon Community Services District accounts will enable us to audit and prepare the required reports in the most efficient and timely manner. We will make ourselves available when you need us, giving prompt, informed responses to your questions, while conducting your audit in a professional, comprehensive manner.

Crosby & Cindrich meets all current GASB audit standards. The Firm successfully conducted an independent peer review of its accounting and auditing practice in June 2000. The review indicates that the Firm maintains the strict quality control standards set by the American Institute of Certified Public Accountants (AICPA).

Our professional liability insurance is with CAMICO; with coverage totaling \$1,000,000.

The following discussion outlines the technical, timing, and fee details of our proposal.

**AUDIT APPROACH**

We will audit the financial statements of the San Simeon Community Services District for the years ended June 30, 2002, June 30, 2003, and June 30, 2004, for the purpose of expressing an opinion on them. The financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on the financial statements based on our audits.

Audit Proposal  
Re: San Simeon Community Services District

Letter of Transmittal  
July 18, 2002

We will conduct our audits of the San Simeon Community Services District on the accrual/modified accrual basis, in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit will provide a reasonable basis for our opinion.

Based on discussions with management and our review of your operations and accounting systems, we will obtain a firm understanding of your system of internal control, and test the effectiveness of the internal controls in place. This will enable us to determine the timing and extent of our substantive audit testing. We will not issue an opinion on the system of internal control. We will however, issue a management letter at the conclusion of the engagement, informing you of any material weaknesses or reportable conditions we find in the internal control system. We will also include, in the management letter, any business advisory comments or observations we feel may improve the efficiency and effectiveness of operations of the San Simeon Community Services District.

Our audit procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and tests of the physical existence of Property, Plant, and Equipment, as well as, direct confirmation of receivables and certain other assets and liabilities with certain creditors, legal counsel, and banks. We will search for unrecorded liabilities and perform analytical procedures on the income and expense accounts. In addition, we will compare actual performance to budgeted levels and investigate material discrepancies.

We will prepare the independent auditors' report on the audit of the financial statements of the San Simeon Community Services District, financial statements, the appropriate footnotes to the financial statements, in accordance with generally accepted accounting principles. We will also prepare the "Annual Report of Financial Transactions of Special Districts" for the State Controller Division of Local Government Fiscal Affairs, and review the annual calculation of the appropriations limitation for the years ended June 30, 2002, June 30, 2003, and June 30, 2004.

#### **ENGAGEMENT TIMING**

We expect to commence the audit work as soon as most of the items on our "items needed list" are completed by your staff. We would like to have all audit confirmations mailed by July, to avoid any confusion in the responses. We will provide a list of the schedules and supporting information required for the audits. Provided that we do not encounter unforeseen obstacles, and the necessary schedules are timely prepared by your staff, the draft copy of the annual report, management letter, and appropriations limitation report will be completed by September 30 and the final report copies will be submitted by October 31 of each year.

Audit Proposal  
Re: San Simeon Community Services District

Letter of Transmittal  
July 18, 2002

### **METHOD AND BASIS OF COMPENSATION**

The San Simeon Community Services District audit should require approximately 50 hours to complete. The total current year audit fees are not expected to exceed \$3,200. The two subsequent years included in the bid proposal will each be \$3,200, with a possible adjustment for inflation based on the consumer price index.

If extraordinary circumstances or major personnel changes indicate more intensive and detailed services are required, we will consult with you before increasing our maximum fee. Additional fees will be based on our standard hourly billing rates.


Additional fees may be required if the San Simeon Community Services District requires assistance in implementing the new GASB 34 requirements. Based on the District's annual revenue, it appears as though the District will be required to implement these changes in the 2003/2004 fiscal year.

Our audit staff includes two CPAs and one Enrolled Agent staff accountant. Our firm does not utilize CPA trainees to conduct the audit and field work. Our clients expect to learn from our expertise, rather than train our staff accountants. We will insure that the books are adequately closed and the proper reversing entries are made for the subsequent year. If needed, we will spend extra time to help educate the San Simeon Community Services District's staff on the proper audit procedures and preparation for the audit.

We provide these extra services to maintain a long-term working relationship with all of our audit clients. We believe that the benefits of these extra services streamline future audits and ultimately are passed on to the organization in reduced audit rates.

We are enthusiastic about working with you and welcome your inquiries.

Respectfully submitted,



Robert P. Crosby, CPA

**CROSBY & CINDRICH**  
**Certified Public Accountants**  
**A Professional Corporation**

**REFERENCES**  
**COMMUNITY SERVICE DISTRICT AUDIT CLIENTS**

Avila Beach Community Services District John Wallace - General Manager Post Office Box 309 Avila Beach, California 93424 Audited Financial Statements - Fiscal Years Ended 1997 - 2001	(805) 595-2664
Cambria Community Services District Vern Hamilton - General Manager 1316 Tamson Drive, Suite 201 Cambria, California 93428 Audited Financial Statements - Fiscal Years Ended 1999 - 2001	(805) 927-6223
Los Osos Community Services District Bruce Buel - General Manager Post Office Box 6064 Los Osos, California 93412 Audited Financial Statements - Fiscal Years Ended 1997 - 2001	(805) 528-9375
Oceano Community Services District Gina Davis - Assistant General Manager Post Office Box 599 Oceano, California 93445 Audited Financial Statements - Fiscal Years Ended 1987 - 2000	(805) 481-6730
San Miguel Community Services District Mike Ellison - General Manager Post Office Box 180 San Miguel, California 93451 Audited Financial Statements - Fiscal Years Ended 1999 - 2001	(805) 467-3300
Santa Margarita Fire Protection District Robert Murach, Jr. - Assistant Fire Chief Post Office Box 67 Santa Margarita, California 93453 Audited Financial Statements - Fiscal Years Ended 1997 - 2001	(805) 438-5618
South San Luis Obispo County Sanitation District John Wallace - General Manager Post Office Box 399 Oceano, California 93406 Audited Financial Statements - Fiscal Years Ended 1988 - 2001	(805) 481-6903

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452

(805) 927-4778 Fax (805) 927-0399

Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

Attn: Manager  
San Simeon Restaurant  
9520 Castillo  
San Simeon, CA 93452

**Re: Water Restriction Ordinance No. 96 – 1<sup>st</sup> Offense Warning Notice**

Dear Sir or Madam:

This Notice serves as an Official Warning Notice that you violated the terms of the San Simeon Community Services District Ordinance No. 96 – Water Emergency – Mandatory Restrictions, adopted August 14, 2002.

The District wells are perilously low due to lack of adequate rainfall this year. Residents and businesses in San Simeon were notified of the need to restrict the use of water. A separate letter was also sent to all businesses, outlining the need to comply and the consequences for any violations of the Ordinance.

Please be advised that any subsequent violation(s) shall be considered a misdemeanor, punishable by fine and or discontinuation of water service.

If you have any questions, please contact the District Office at 927-4778.

Sincerely,

Mark A. Bloodgood  
General Manager

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452

(805) 927-4778 Fax (805) 927-0399

Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

Attn: Manager  
Inns of California  
9280 Castillo Drive  
San Simeon, CA 93452

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Please be advised that any subsequent violation(s) shall be considered a misdemeanor, punishable by fine and or discontinuation of water service.

If you have any questions, please contact the District Office at 927-4778.

Sincerely,

A handwritten signature in black ink that reads "Mark A. Bloodgood". The signature is fluid and cursive.

Mark A. Bloodgood  
General Manager

**County of San Luis Obispo**  
**Office of the Auditor-Controller**  
 Room 300 County Government Center  
 San Luis Obispo, California 93408  
 (805) 781-5040 FAX (805) 781-1220



**GERE W. SIBBACH, CPA**  
**Auditor-Controller**  
**BILL ESTRADA**  
 Assistant

TO: SAN SIMEON ACRES CSD (0477)  
 FROM: MARSHA STILLMAN, PROPERTY TAX MANAGER *MS*  
 DATE: SEPTEMBER 11, 2002  
 SUBJECT: 2002-2003 ESTIMATED REVENUES, VALUES

Sections 97 and 98 of the Revenue and Taxation Code provide for the allocation of property tax revenues derived from levying and ad valorem property tax rate of one dollar (\$1) per hundred dollars (\$100) of taxable value.

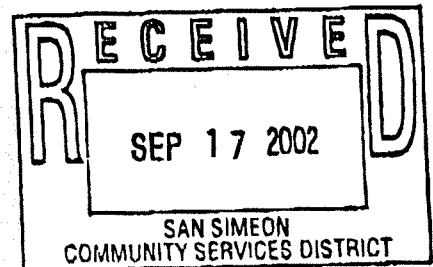
The values are supplied to this office by the county Assessor and the State Board of Equalization. The estimated revenue, calculated by our office, does not include an adjustment for revisions to the roll or unsecured delinquency.

The taxable values and corresponding estimated tax revenue for Fiscal Year 2002-2003 are:

	SECURED	UNSECURED	HOMEOWNERS EXEMPTION	UNITARY REVENUE	REVENUE
Net Value	63,897,160	1,656,584	468,907	XXXXXXXX	XXXXXXXX
Estimated Revenue	49,619	1,837	747	1,057	

Should you have any questions regarding revenues or values, contact me at 781-5037.

Post-It® Fax Note	7671	Date	9-17-02	# of pages	1
To	<i>Eileen</i>	From	<i>Kum</i>		
Co./Dept.		Co.			
Phone #		Phone #			
Fax #		Fax #			



**Kennedy/Jenks Consultants****Engineers & Scientists**

2191 East Bayshore Road  
Suite 200  
Palo Alto, California 94303  
650-852-2800  
FAX 650-856-8527

9 September 2002

Mr. John L. Wallace, P.E.  
Mr. Steve Tanaka, P.E.  
John L. Wallace & Associates  
4115 Broad Street, Suite B-5  
San Luis Obispo, CA 93401

Subject: San Simeon Community Services District – Wastewater Facilities Plan  
Draft Report  
K/J 025004.00

Gentlemen:

As discussed with you through our telephone conversation earlier today, I find that tomorrow I must go to the hospital for some needed surgery. The "rough" estimate is that I will be in the hospital for five days, followed by a couple of weeks of recovery. This unexpected circumstance will intrude on my ability to make a formal presentation to the District Board of our Facilities Plan report in the near future.

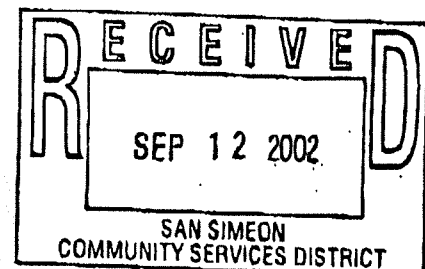
As you know, I have provided you with draft copies of each of the report chapters and have received comments from you as well as comments from the Community Affairs Committee. As a result of these communications, I have made several changes in the original report drafts.

It is still my intent that you, other District Staff and assigned Committee have a final opportunity for input to the Facilities Plan report prior to finalizing for Board review and approval. It is my experience that the best engineering reports and reports that are most helpful are those which have had the most thorough review.

Because of the uncertainty of my schedule, in the meantime I thought it would be helpful for you to have a complete copy of the revised report draft to date for your consideration. I leave it to you to decide as to the extent of distribution of this revised report draft for still further review at this time and in anticipation of my return and scheduling of a visit to San Simeon to meet with the District Board, or assigned Committee.

Thank you for your continued assistance in this matter.

Post-it® Fax Note	7871	Date	9-12-02	# of pages	2
To	<i>Eileen</i>	From	<i>Kim</i>		
Co./Dept.		Co.			
Phone #		Phone #			
Fax #		Fax #			





**Kennedy/Jenks Consultants**

Mr. John L. Wallace, P.E.  
Mr. Steve Tanaka, P.E.  
John L. Wallace & Associates  
9 September 2002  
Page 2

Very truly yours,  
**KENNEDY/JENKS CONSULTANTS**

*John*  
John H. Jenks  
Senior Consultant

Enclosure

cc: Mr. Mark A. Bloodgood, SSCSD General Manager ✓  
NameCompany

**MEMORANDUM**

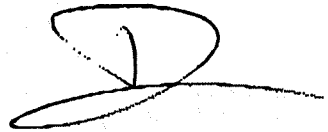
**TO: Board of Directors**

**FROM: Dee Dee**

**DATE: September 13, 2001**

**RE: Street Signs**

**I note that some street signs desperately need to be painted or replaced - most notably Pen Way and Jasper Way. Hopefully this can be put on your list of projects. Thanks.**

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by a horizontal line that loops back under the 'D'.

# House committee passes bill for Cambria desalting plant

SUNDAY, SEPTEMBER 29, 2002

This project will ensure that ...

Cambria residents who depend on the CCSD will have access to pure and clean water.

Rep. Lois Capps

## \$3 MILLION CREDIT ADDED; HOUSE VOTE EXPECTED NEXT WEEK

By KATHIE TANNER  
THE TRIBUNE

Cambria will be repaid for \$3 million it has invested in designing a desalination plant if a key revision in a bill before Congress is approved in the next few months.

The U.S. House Committee on Transportation and Infrastructure has passed the bill that could give Cambria \$10.3 million to pay for a desalting plant. Congress authorized that expenditure in 2000.

The key addition this time is the \$3 million credit, which gives the Cambria Community Services District permission to count money it has previously spent on the 300-gallons-per-minute desalination design against the matching-

funds requirement.

"This is huge," services district General Manager Vern Hamilton said of the new clause Thursday.

Cambria has a long-standing water shortage, and the services district declared a water crisis in November, putting in place a moratorium on any new water connections. That ban will stay in effect until a water master plan is approved and another source of water can be selected.

The congressional authorization, sought by U.S. Rep. Lois Capps, is a duplicate of one she carried through the House in 2000 — with the key addition of the \$3 million credit authorization. The 2000 authorization netted the services district a \$100,000 appropriation for design work in process now, money that's administered by the Army Corps of Engineers.

The House is expected to vote on the

Please see CAMBRIA, B2

## Cambria

From Page B1

The House is expected to vote on the bill, part of the Water Resources Development Act, next week. According to Marla Viorst, Capps' press secretary, the bill would then go before the Senate. If it passes there, it would go to the president for his signature.

Later, the money would have to be appropriated during a budget cycle.

Viorst said the bill might not get to the Senate floor until next year. The next funding cycle that could provide money to the desalting project would be in 2004.

"Given the incredible challenges posed by drought and MTBE contamination," Capps said, "this project will ensure that ... Cambria residents who depend on the CCSD will have access to pure and clean water."

**Board of Directors - Regular Meeting**  
**San Simeon Community Services District**  
**AGENDA**  
**Wednesday, October 9, 2002 – 5:30 PM**  
**Cavalier Banquet Room**

*Note: All comments concerning any item on the agenda are to be directed to the Board Chairperson*

1. 5:30 PM – CALL TO ORDER
  - 1.1 Roll Call
  - 1.2 Public Comment on Closed Session Items
  
2. ADJOURN TO CLOSED SESSION
  - 2.1 Personnel/General Manager Discussion – Government Code Section 54957
    - A. Discussion regarding General Manager Contract
  
  - 2.2 Personnel/Employee Compensation – Fiscal Year 2002/2003  
Conference with General Manager, the District's Designated Representative, for the purpose of reviewing the District's position regarding the terms and compensation paid to the unrepresentative employees and giving instructions to the Designated Representative.
  
3. RECONVENE IN OPEN SESSION (6:30PM)
  - 3.1 Roll Call
  - 3.2 Pledge of Allegiance
  - 3.3 Report on Closed Session
  
4. PUBLIC COMMENT:
  - Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda, or pending before the Board. Presentations are limited to three (3) minutes or otherwise at the discretion of the Chair.
  - No Person shall be permitted to make slanderous, profane or personal remarks against any elected official, committee and/or staff.
  - 4.1 Sheriff's Report
  - 4.2 Public Comment
  
5. STAFF REPORTS
  - 5.1 General Manager's Report
  - 5.2 Plant Superintendent's Report
  - 5.3 District Engineer's Report
  
6. ITEMS OF BUSINESS
  - 6.1 Approval of Minutes – August 14, 2002
  - 6.2 Approval of Warrants – August 1, 2002 - August 31, 2002 & September 1 – 30, 2002
  - 6.3 Quarterly Investment Report
  
7. DISCUSSION/ACTION ITEMS
  - 7.1 Request for Authorization Letter to Proceed with Improvements (Russel)
  - 7.2 Resolution – Support of Proposition 50 – Water Bond Initiative
  - 7.3 Preliminary Fiscal Year 2002 – 2003 Budget
  - 7.4 General Manager's Contract
  - 7.5 Purchase Order No. 1247 – Fiberglass Safety Grating
  - 7.6 Outfall Line Repair – Payment Authorization
  - 7.7 Authorization to Solicit Proposals for Water Rate Study
  - 7.8 Board Committees
  - 7.9 Board Reports
  
8. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
  
9. ADJOURNMENT

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

---

**DATE:** October 7, 2002  
**TO:** Board of Directors, District Counsel, District Engineer and Staff  
**FROM:** Eileen M. Putnam  
**SUBJECT:** Reminder - Board Packets

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**Just a reminder that the October Board of Directors meeting will encompass the information contained in you September Board Packet as well as the additional information enclosed in this packet.**

**Please be certain to bring both packets to the meeting.**

J:\Eileen\Eileen\San Simeon\Memos\Reminder.Sept.Oct Board Mtg.Packets.10.7.02.wpd

**Board of Directors - Regular Meeting**  
**San Simeon Community Services District**  
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9. ADJOURNMENT

# San Simeon Community Services District

111 Pico Avenue, San Simeon, California 93452  
Telephone: (805) 927-4778 Fax (805) 927-0399

## Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

### MEMORANDUM

**DATE:** October 9, 2002  
**TO:** Board of Directors  
**FROM:** Mark A. Bloodgood, General Manager  
**RE:** General Manager's Report

---

1. **Public Broadcasting of Board Meetings** – No update.
2. **Internal Controls Program and Office Procedures** – No update.
3. **Budget Preparation for 2002-2003** – To be discussed under Discussion/Action Item number 7.3.
4. **Facilities Plan/Wastewater Treatment Plant** – Ongoing – to be reported in District Engineer's report.
5. **Completion of the Action Plan** – We cancelled the October 7, 2002 date when two board members were unable to make the meeting. 100% participation should be the rule for this session. The Plan is very important for the future of the District.
6. **Discussions with Roger Lyon, Council for the Hearst Corp.** – Paul Reichardt and Mark Bloodgood meet with Roger Lyon in September to talk about the District being able to again use the Hearst Ranch well as an emergency backup, dealing with the fencing requirements around our regular wells, and other topics related to the District. Mr. Lyon will be talking with Marty Cepkauskas and others at the Hearst Corporation and will report back with us.
7. **Financial Statements** – The audit of the District's financial statements is currently underway by the firm of Crosby and Cindrich. This is the third year of their three-year contract. The Quarterly Investment Report for the period ending 6/30/02 will be presented under Items of Business (Item 6.3)
8. **Research into Insurance Deductible Question** – Director Kiech and a few community members had questioned Management's decision not to submit a claim to our insurance carrier for the auto accident involving the District truck and

Mark A. Bloodgood, General Manager  
Robert W. Schultz, District Counsel

Ron Head, Plant Superintendent

Kim Allison, Office Administrator  
John L. Wallace, District Engineer

Ms. Putnam's car. Specifically the question came up regarding Warrant No. 0207-034 for \$865.13 to San Luis Autobody. Director Kiech had asked the District's Auditor be contacted to verify that not submitting the claim was acceptable. Staff did this and also contacted the District's insurance agent and two other independent insurance agents. All agreed that not submitting the claim was the correct action.

9. **Use of the District Truck** - Director Kiech had voiced concern to the District Manager regarding the District Truck being seen in Cambria on three separate occasions at various times. Mr. Kiech and others in the community have raised this concern on numerous other occasions. Management had previously requested the plant operators to make sure that they logged their mileage. They have done this since May of 2001. There have also been strong feelings voiced about the District truck being taken home overnight to the Superintendent's house when he is on call for the District, since the Superintendent has moved his residence from Cambria to a more remote location.

Staff researched this matter. Regarding the three incidents first mentioned, per the log being kept by District personnel, the truck was in Cambria at the specific times listed by Mr. Kiech, when the plant operator, Michael Hassett, had taken the truck during business hours to go to lunch. In addition, Management discovered that the truck was not being driven to Mr. Head's residence but was, in fact, being parked at his mother's house in Cambria. According to Mr. Hood, this was being done in order to limit the number of miles being driven on the truck and to get the vehicle away from the effects of the ocean air at the plant.

Further research has indicated that for the current calendar year, the truck is being driven an average of 47 miles per day. In addition, it was discovered that plant personnel use their own vehicles 11% of the time, instead of the District truck, on District business. In reviewing the policy currently in affect with the District none of this appeared to be out of line. Management suggests that the Policy Committee make this a high priority to review the policy, solicit Board input, and make any changes desired.



# SAN SIMEON COMMUNITY SERVICES DISTRICT

## SUPERINTENDENT'S REPORT FOR SEPTEMBER 2002

### FLOW COMPARISON - Water

SEP 2002 2,632,000 gallons	YTD 2002 26,236,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	21% decrease 1% decrease
SEP 2001 3,344,000 gallons	YTD 2001 26,494,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	2,987,000 gallons 2,663,149 gallons 89%

### RAINFALL

SEP 2002 0.00 inches	01-02 YTD 0.00 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.00 inches less 0.00 inches less
SEP 2001 0.00 inches	00-01 YTD 0.00 inches		

### WELL DEPTH COMPARISON

SEP 2002 14.2 feet	AUG 2002 13.6 feet	SEP 2001 14.00 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.6 feet lower 0.2 feet lower
-----------------------	-----------------------	------------------------	---	----------------------------------

### CHLORIDE COMPARISON

SEP 2002 40 mg/l	AUG 2002 45 mg/l	SEP 2001 45 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	LOWER LOWER
---------------------	---------------------	---------------------	---	----------------

### FLOW COMPARISON - District Wastewater Treated

SEP 2002 2,413,000 gallons	YTD 2002 18,941,480 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	12% increase 10% decrease
SEP 2001 2,163,240 gallons	YTD 2001 21,067,910 gallons		

### FLOW COMPARISON - State Wastewater Treated

SEP 2002 320,597 gallons	YTD 2002 2,886,464 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	8% increase 8% decrease
SEP 2001 297,921 gallons	YTD 2001 3,126,487 gallons		

### DISCHARGE REQUIREMENTS

EFFLUENT BOD:	4.8 mg/l	EFFLUENT SUSPENDED SOLIDS:	13 mg/l
INFLUENT BOD:	N/A mg/l	INFLUENT SUSPENDED SOLIDS:	N/A mf/l

### BIOSOLIDS DISPOSAL

SEPTEMBER:	13000 gallons	YTD:	165000 gallons
------------	---------------	------	----------------

SAN SIMEON COMMUNITY SERVICES DISTRICT

SUPERINTENDENT'S REPORT FOR SEPTEMBER 2002

Connected alarm system to blower.

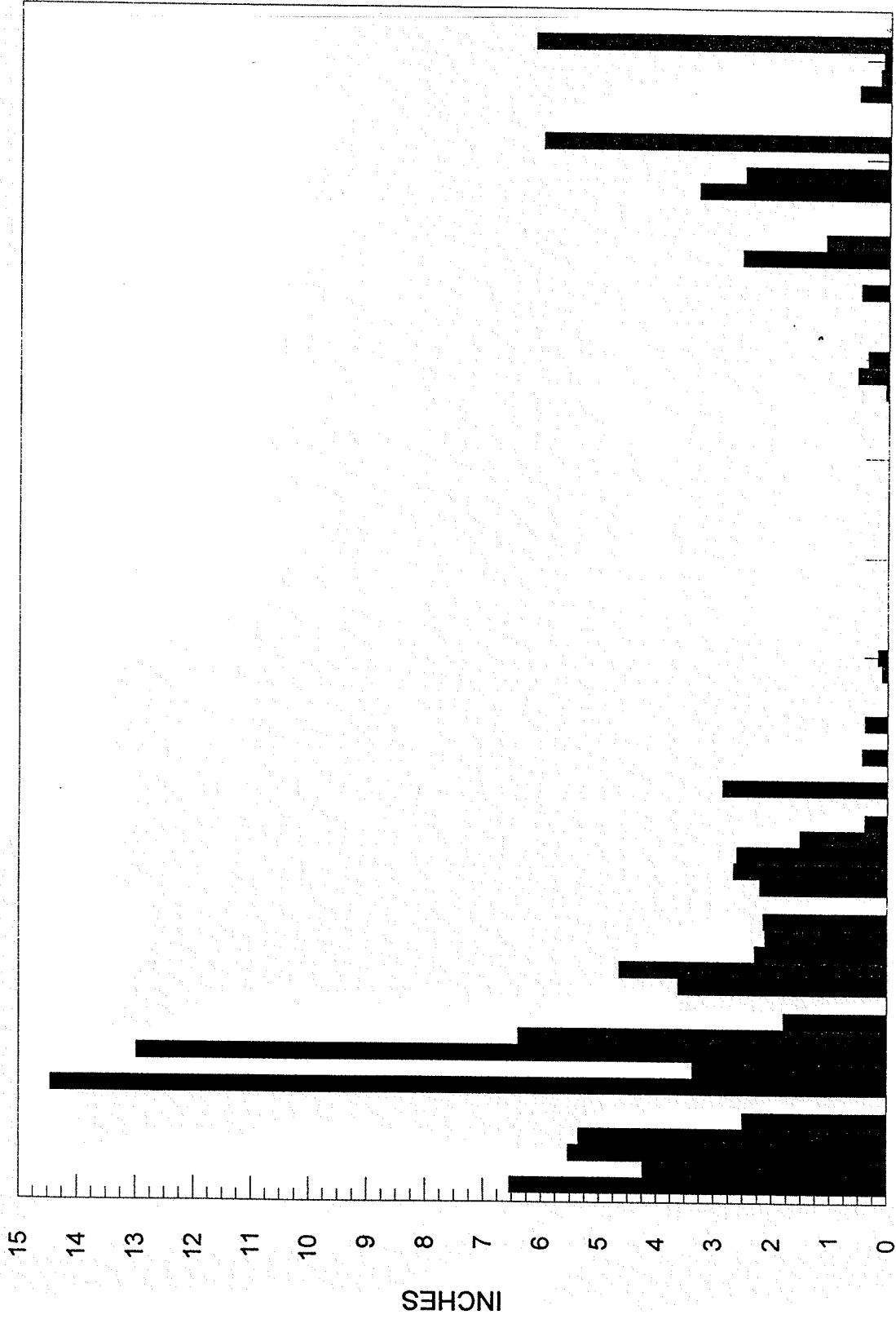
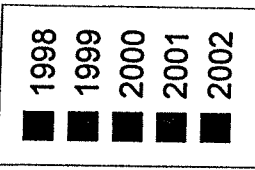
Ordered new splitter box for treatment plant to control flow to each plant.

Drained and cleaned treatment plant #4 for inspection.

Replaced meter #1011 with compound meter.

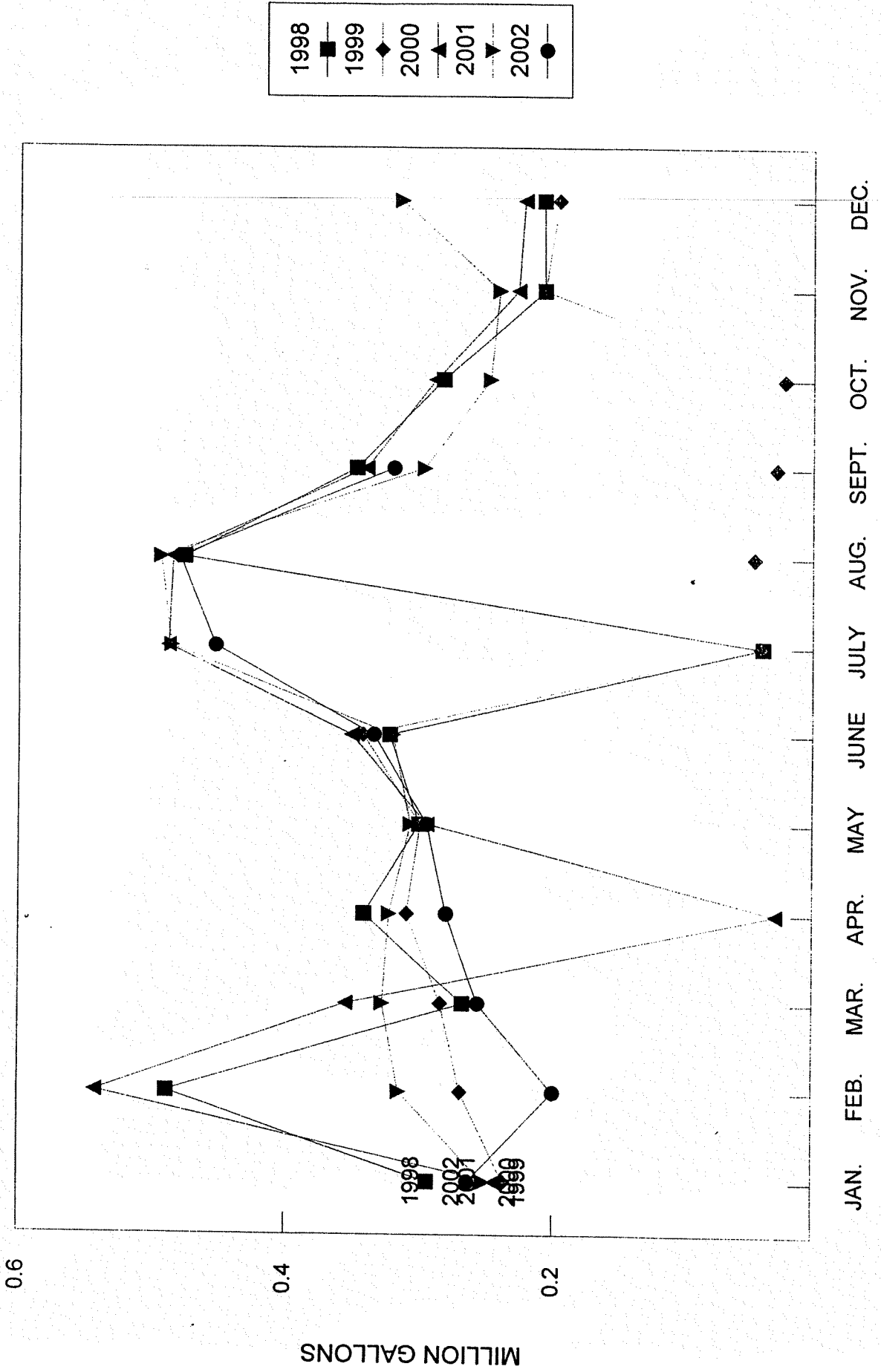
LA Chemical started this month as our new supplier of sodium hypochlorite and sodium bisulfite.

# SAN SIMEON C.S.D. RAINFALL



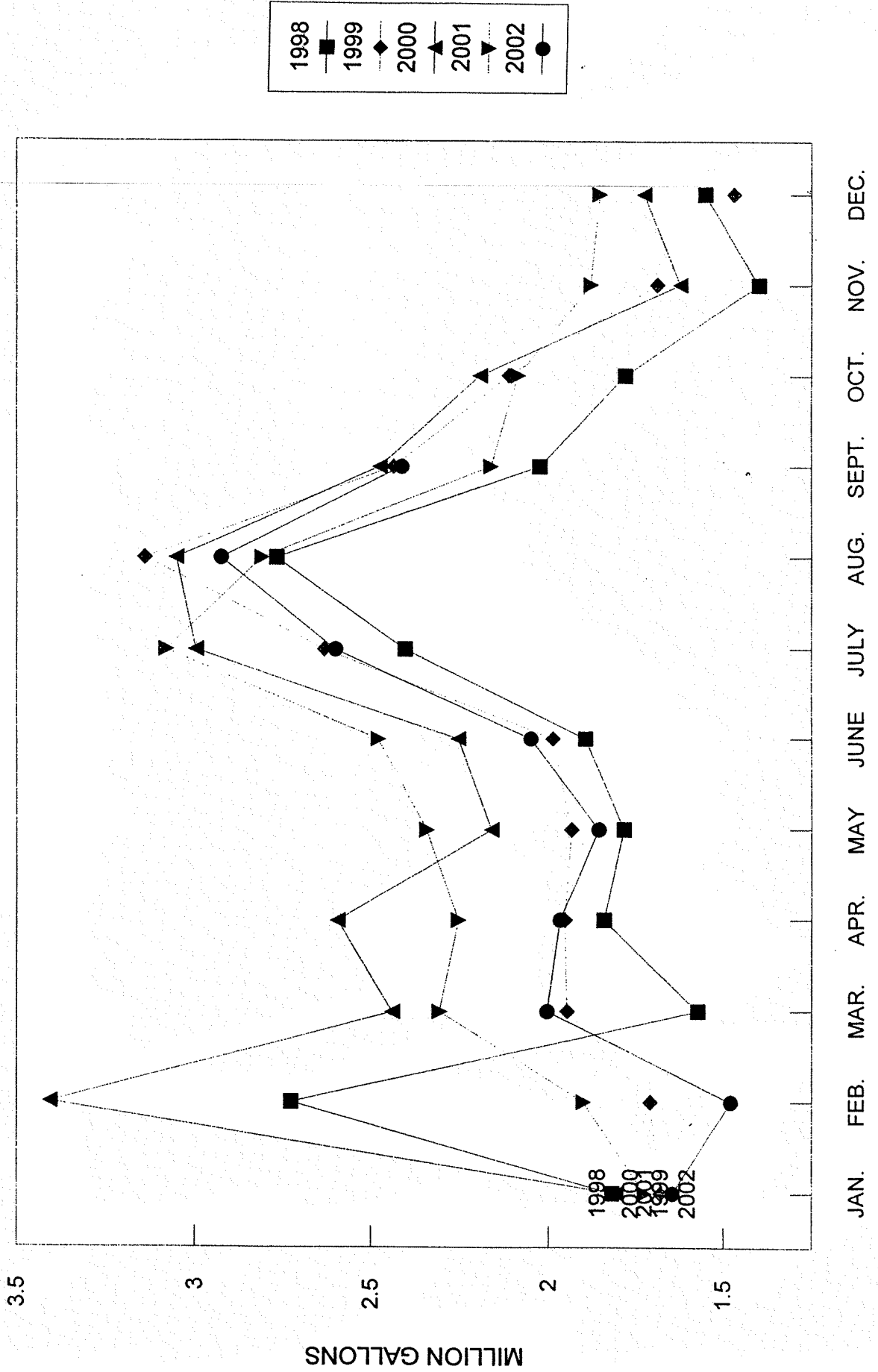
JAN. FEB. MAR. APR. MAY JUNE JULY AUG. SEPT. OCT. NOV. DEC.  
MONTHLY TOTALS

# SAN SIMEON C.S.D. STATE WASTEWATER TREATED



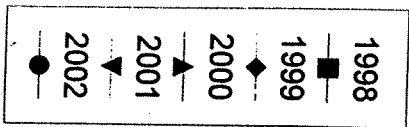
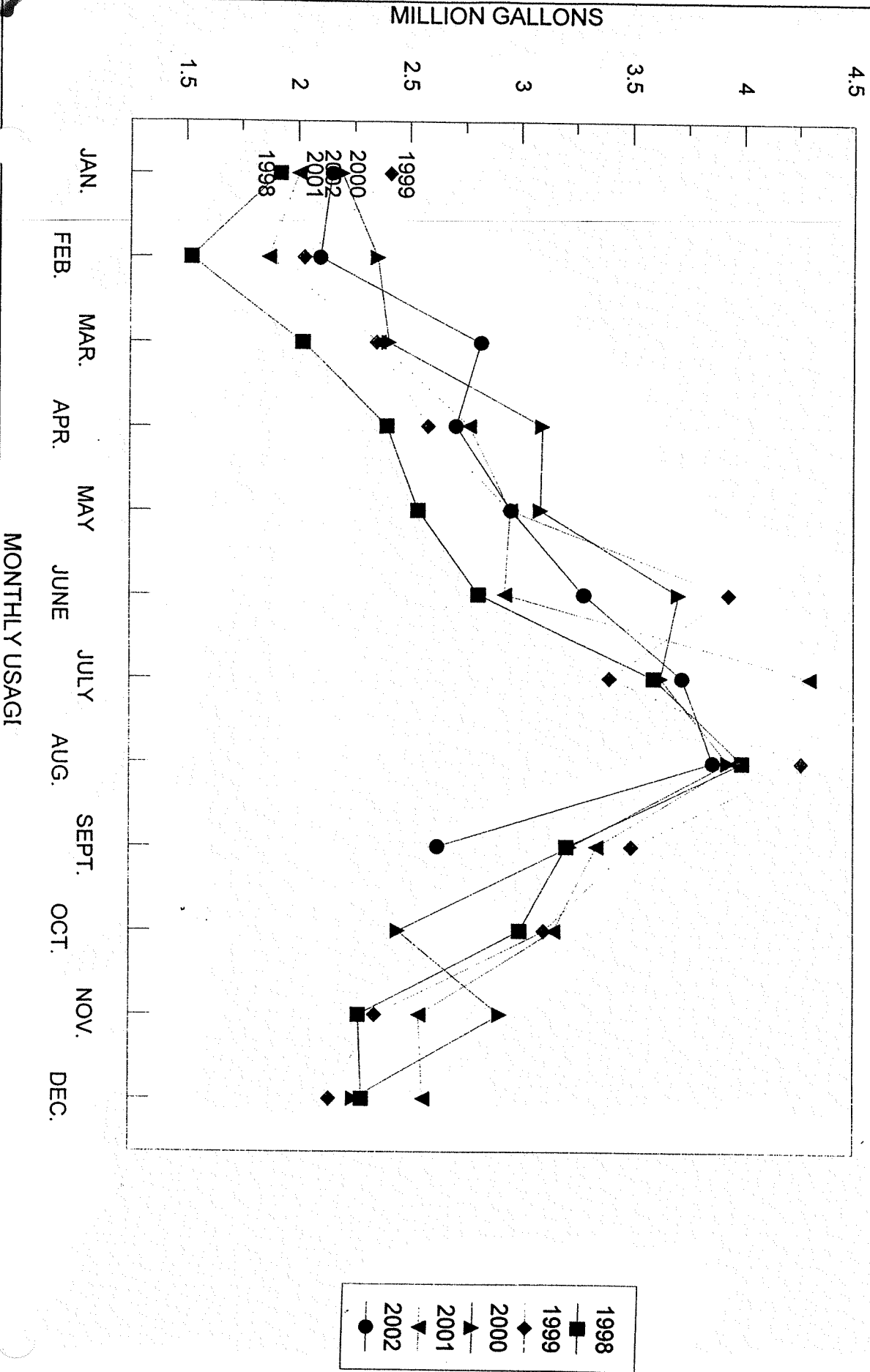
MONTHLY LEVELS

**SAN SIMEON C.S.D.**  
WASTEWATER TREATED



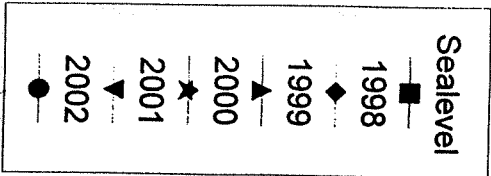
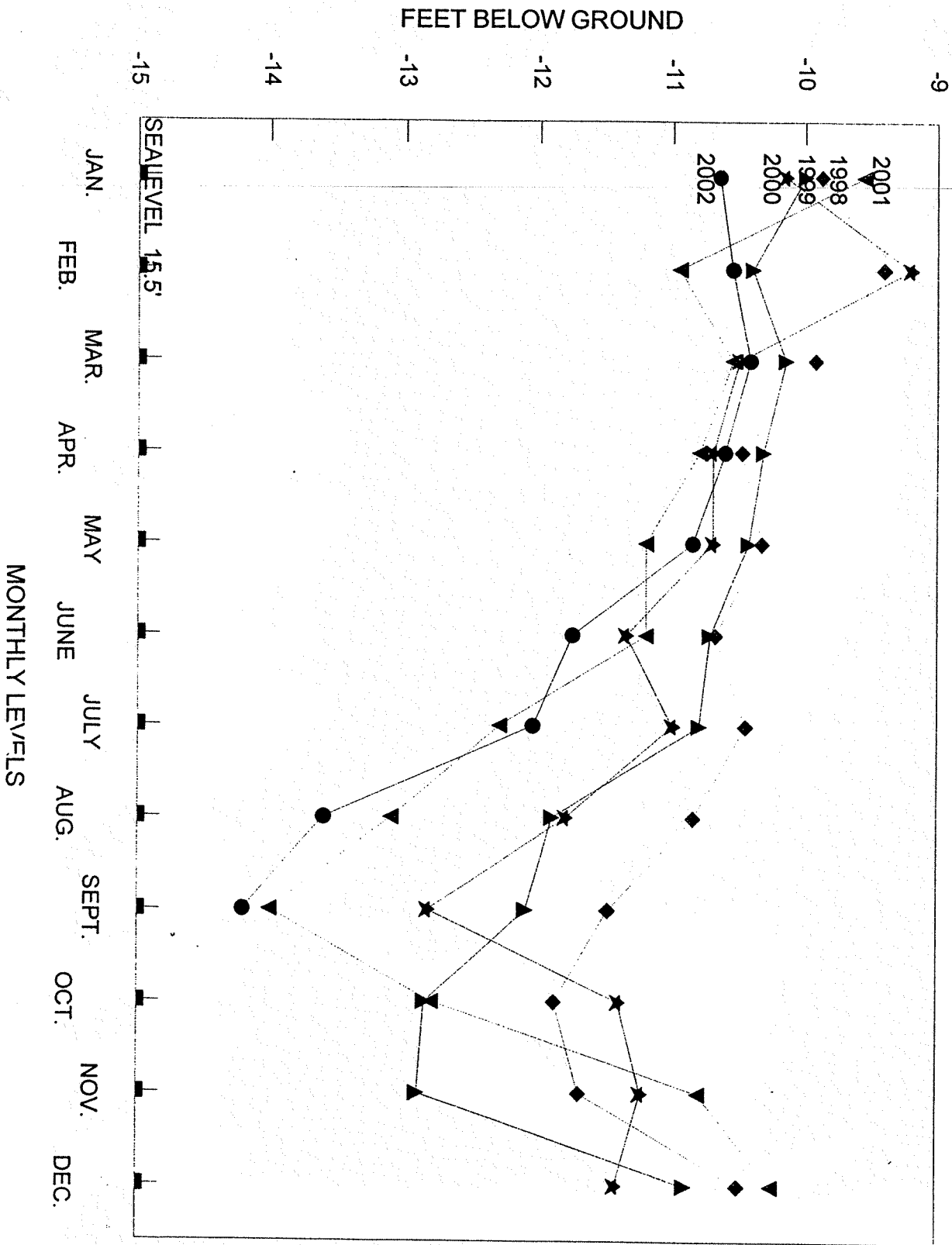
MONTHLY TOTALS

# SAN SIMEON C.S.D. WATER PRODUCTION



# SAN SIMEON C.S.D.

## WELL DEPTH



**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

**DATE:** September 11, 2002  
**TO:** Board of Directors  
**VIA:** Floodgood, District Manager  
**FROM:** J. Wallace, District Engineer  
**SUBJECT:** EIS Report - Project Status

**SUMMARY OF THE PROJECTS:**

1. Temporary Control - Status
2. Air Piping Project - Completed
3. Avonne-Castillo Loop - On Hold
4. Annual Road Improvements - Contract package being prepared.
5. Capital Improvements - Project List/Descriptions and Estimated Costs FY 02/03 - Ongoing.
6. Pico Creek Valley Flood proofing - Included in Proposed FY 2002-03 Budget.
7. Standby Power Plant Riprap - Coastal Permit being submitted
8. Wastewater Treatment Plant Riprap - Application made.
9. State Revolving Loan - Application made.
10. Facilities Plan Draft available in September, 2002

**DISCUSSION:**

1. **Odor Control;**  
The odor control chemical system is now being used concurrent with the use of the equalization basin. Kennedy/Jenks Associates has reviewed the odor control project and has made recommendations in light of future plans for the equalization basin.
2. **Air Line Replacement Project;**  
Completed--the statutory seven period expired August 25, 2002.
3. **Avonne - Castillo Loop;**  
Staff has been directed to solicit bids on this project and to proceed with the higher priority water line project (Avonne Avenue and Otter Way).
4. **Annual Road Improvements (Avonne Avenue and Otter Way);**  
Staff continues final street layout design criteria for this project in accordance with the soils engineer recommendations that identifies both reconstruction and



**5. Capital Improvement Projects Priority List;**  
(See Proposed Fiscal Year 2002 - 2003 Budget)

**6. Pico Creek Wells;**

No further updates at this time, improvements are to be included in the Proposed FY 2002-03 Budget.

**7. Emergency Standby Power;**

The final recommendations for the type and capacity of standby power will be made by Kennedy/Jenks Consultants as part of the facilities plan recommendations.

**8. Wastewater Treatment Plant Rip Rap-- Coastal Commission Notice of Violation**

Staff has prepared a Coastal Development Permit Application (CDP) and is submitting it to the County. An exhibit of a field survey which showed the boundary between County and State jurisdiction was previously prepared and submitted to both the County and the State. The project lies in County jurisdiction.

**9. State Revolving Fund (SRF) Program;**

Staff investigated potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%). Because of the potential to construct several different improvements with SRF funds, a "general project" application was submitted as a "place holder" for the SWRCB to consider. San Simeon has been placed on the draft State-wide priority list for funding. A project application will be submitted in accordance with Facilities Plan recommendations and the Proposed FY 2002-03 Budget.

**10. Facilities Plan:**

The facilities plan is being completed. A preliminary draft report was provided in July for review. The Facilities Committee reviewed the draft several times and comments from the Chamber of Commerce have also been sent to KJC. The final draft report is anticipated to be provided for review in September. The Facilities Plan will address the following projects previously considered by the Board:

**1. Equalization Basin Conversion;**

Kennedy Jenks is reviewing alternatives to modify and improve the operation of this EQ basin, and recommendations will be incorporated into the overall facilities plan.

**2. Recycling Water Supply;**

The study was completed in August 2001, and grant reimbursement of 50% of the cost of the study has been received. Further refinement of an acceptable project and a determination of property owners willing to take the water should be done following the development of the Facilities Plan. The anticipated first phase of the water recycling project is included in the FY 2002-03 budget.

**3. Safety Projects;**

The grating replacement project is scheduled for Board consideration on September 11<sup>th</sup>. Additional projects are to be identified as part of the Facilities Plan.

**4. Shop / Storage Building;**

Recommendations for the building will be addressed as part of the Facilities Plan. No further update at this time.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

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**DATE:** October 9, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Engineer's Report - Project Status

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**SUMMARY OF ACTIVE PROJECTS:**

1. Temporary Odor Control - Status
2. Air Piping Replacement - Completed
3. Avonne-Castillo Loop - On Hold
4. Annual Road Improvements - Contract package being prepared.
5. Capital Improvement Project List/Descriptions and Estimated Costs FY 02/03 - Ongoing.
6. Pico Creek Wells - Flood proofing - Included in Proposed FY 2002-03 Budget.
7. Standby Power - Included in Facilities Plan
8. Wastewater Treatment Plant Riprap & Aeration Tank Expansion-Coastal Permit
9. State Revolving Fund Loan - Application made.
10. Facilities Plan: Next draft available in October, 2002

**DISCUSSION:**

**1. Odor Control;**

The odor control chemical feed system continues to be used as originally installed, with chemical feed at the Hearst lift station. Kennedy/Jenks Consultants has reviewed the odor control project and has included recommendations in the draft facilities plan in light of the future plans for the equalization basin. There have not been odor complaints at the treatment plant as of recent.

**2. Air Line Replacement Project;**

Completed--the statutory 30 day lien period expired August 25, 2002. Superintendent Head is in the process of replacing two 30 HP blower motors.

**3. Avonne - Castillo Waterline Loop;**

The Board has decided to postpone solicitation for bids on this project and to proceed with the higher priority water line project (line to storage tank).

**4. Annual Road Improvements (Avonne Avenue and Otter Way);**

Staff continues final street design in accordance with the soils engineer recommendations that identifies both reconstruction and overlay design criteria for this project.

**5. Capital Improvement Projects Priority List;**

(See Proposed Fiscal Year 2002 - 2003 Budget)

**6. Pico Creek Wells;**

No further updates at this time, improvements are to be included in the Proposed FY 2002-03 Budget.

**7. Emergency Standby Power;**

The final recommendations for the type and capacity of standby power will be made by Kennedy/Jenks Consultants as part of the facilities plan recommendations.

**8. Wastewater Treatment Plant Riprap & Aeration Tank Expansion-Coastal Permit**

Staff has prepared a Coastal Development Permit Application (CDP) and submitted it to the County on September 24, 2002. A field survey showing the boundary between County and State jurisdiction was previously prepared and submitted to both the County and the California Coastal Commission. The California Coastal Commission are still reviewing this document. Through the processing of the rock rip rap project, the 1985 Coastal Permit has resurfaced. Staff is preparing a response to the California Coastal Commission requesting information regarding the completion of the conditions to the 1985 permit.

**9. State Revolving Fund (SRF) Program;**

Staff investigated potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%). Because of the potential to construct several different improvements with SRF funds, a "general project" application was submitted as a "place holder" for the SWRCB to consider. San Simeon has been placed on the draft State-wide priority list for funding. A project application will be submitted in accordance with the final Facilities Plan recommendations and the Proposed FY 2002-03 Budget.

**10. Facilities Plan:**

The final draft Facilities Plan has been completed by Kennedy Jenks, and is under review by the Facilities Committee. Kennedy Jenks incorporated preliminary draft comments provided by the Facilities Committee and staff. It is anticipated that Mr. Jenks will make a full presentation to the Board at its November meeting.

**A. Equalization Basin Conversion;**

Recommendations have been incorporated into the draft Facilities Plan.

**B. Recycling Water Supply;**

Refinement of an acceptable project and a determination of property owners willing to take the water should be done following the development of the Facilities Plan. The anticipated first phase of the water recycling project is included in the FY 2002-03 budget.

**C. Safety Projects;**

The grating replacement project is scheduled for Board consideration on October 9<sup>th</sup>. Additional projects are to be identified as part of the Facilities Plan.

**D. Shop / Storage Building;**

Recommendations for the storage building will be addressed as part of the Facilities Plan. No further update at this time.

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**REGULAR BOARD OF DIRECTORS MEETING  
SAN SIMEON COMMUNITY SERVICES DISTRICT**

Date: Wednesday, August 14, 2002  
Place: Cavalier Banquet Room

**MINUTES**

1.0 CALL TO ORDER

The Board convened at 5:30 p.m.

1.1 Roll Call:

Directors Present: Carol Bailey-Wood, Loraine Mirabal-Boubion, David Kiech, Bob McLaughlin and Eric Schell

Staff Present: District Manager Mark Bloodgood, Assistant District Manager Eileen Putnam, District Counsel Robert Schultz

1.2 Public Comment on Closed Session:

There were no comments.

2.0 ADJOURN TO CLOSED SESSION

A motion was made by Director Bailey-Wood and seconded by Director Mirabal-Boubion to adjourn to closed session for Personnel/General Manager Discussion – Government Code 54957 – Discussion regarding the General Manager Contract and Conference with the General Manager, the District's Designated Representative, for the purpose of reviewing the District's position regarding the terms and compensation paid to the un-represented employees and giving instruction to the Designated Representative. Motion carried unanimously.

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3.0 RECONVENE IN OPEN SESSION/CALL TO ORDER

The Board re-convened in open session at 6:30 p.m.

3.1 Roll Call:

Directors Present: Directors Carol Bailey-Wood, Loraine Mirabal-Boubion, David Kiech, Bob McLaughlin and Eric Schell.

Staff Present: District Manager Mark Bloodgood, Assistant District Manager Eileen Putnam, District Engineer John Wallace and District Counsel Robert Schultz.

3.2 Pledge of Allegiance – Led by Chairperson Bailey-Wood

3.3 Report on Closed Session:

District Counsel Schultz reported that the Board met in closed session for the purpose of discussing the General Manager's Contract and for conferencing with the General Manager, who serves as the Designated District Representative, to review the District's position regarding the terms and compensation paid to the un-represented employees and giving instructions to the Designated Representative. No action was taken.

4.0 PUBLIC COMMENT

4.1 Public Comment:

The subject of obstruction of the fire hydrant, parking issues and littering on Balboa Avenue was presented. Staff had been made aware of the situation and took steps to address residents concerns, including painting the curb to indicate no parking, speaking with surfers regarding the need to pick up

their trash, and contacting the Sheriff's Department to request additional patrols in the area. Another matter presented by the public related to complaints about the noise, speeding, loitering, and debris in and around the Courtesy Inn – rear area. Lt. Basti addressed the matter by stating that residents should direct their concerns to Supervisor Shirley Bianchi. Additionally, residents noting any disturbances and or violations should contact the Sheriff's Department immediately. However, Administration of Code Enforcement is not within the jurisdiction of the Sheriff's Department. A concerned resident presented photos of graffiti, which had been exposed when management of the Inn cleared green waste and debris, the representatives of the Sheriff's Department. Director Schell also raised the point that the evening dispatch at the Sheriff's Department is a problem. Discussion followed.

4.2 Sheriff's Report:

Deputy Todd Steeb gave the Sheriff's Report. With regards to the matter of evening dispatch, should residents encounter problems, they should call Lt. Basti and he will contact Deputy Steeb. The Deputy also stated that he and his partner plan to be proactive, and to make their presence known in the area. He indicated that he has already made contact with management at the Courtesy Inn and will attempt to facilitate a satisfactory resolution. Deputy Steeb also reiterated that he is working with staff regarding the concerns of Balboa Avenue residents. Finally, he reiterated that he will do everything possible to assist with the noise, loitering and speeding problems in the Avonne Avenue area.

5.0 STAFF REPORTS

5.1 General Manager's Report

Mr. Bloodgood reported that staff is looking into available water conservation education material for broadcast within the District. The August 5<sup>th</sup> Strategic Planning Session was postponed and that slot was utilized for a Budget Workshop. Robert Rauch is available to facilitate a planning session in October, preferably October 7<sup>th</sup>. Representatives of Hearst Corporation had to re-schedule our meeting of August 15<sup>th</sup>. The purpose of this meeting will be to work out details for using the Hearst Ranch well as an emergency backup, addressing the fencing requirements around the District's existing wells and other topics related to the District. Management did have a meeting with Kirk Sturm – Director – Superintendent of Hearst Castle, and discussed several issues, including participation in the infrastructure upgrade, billing adjustments, recycled water and other mutual concerns. Mr. Sturm is also helping our efforts to establish a means for gaining access to an emergency backup generator via the County Office of Emergency Services. A packet of information outlining these items has been forwarded to State Parks staff for review and feedback. The information has also been sent to elected representatives. The District secured its domain name and the web site will be moved to its new location and will be available for viewing on Monday. The address is <http://www.sscsd.org>. Staff obtained quotes for new water conservation signs and passed the information on to the Chamber of Commerce for review. The hope is that they will contribute to the cost of the new signs. The District will continue its efforts to work jointly with the Chamber. Staff and Board Members expressed disappointment that they did not receive any information about the Chamber's Cleanup Day. Chamber President Lambeth apologized, and stated he would provide a lead time of 30 day's notice next time. In regards to weed abatement, the program is complete and that payment had been received from the estate of one property owner whose lot the District had cleared. Finally, Mr. Bloodgood stated that financial statements would be made available to the Board members on a regular basis. The Investment Report for the period ending 6/30/02 will appear on the September agenda.

5.2 Plant Superintendent's Report

Mr. Wallace gave the Superintendent's Report, indicating that usage and flows reflected a slight decrease. The well depths are being closely monitored and today, the level was 12.61. The chloride levels are at acceptable levels. The compound meters have been received and, while the Courtesy Inn shut off their water on July 23<sup>rd</sup> for repairs, staff replaced their old water meter with the new compound meter. The EQ tank was bypassed for cleaning. Al's Septic pumped the grit out of the bottom of the chamber. On the

evening of July 29<sup>th</sup>, staff responded to a call regarding a water leak at 555 Pico Avenue. The contractor clearing the weeds ran over the water line on the customer's side of the meter. Staff responded and assisted with making the necessary repairs. The new Dissolved Oxygen probes are installed and operating with the VFD to control the blower speed, thereby holding a constant DO level in the treatment plant. Staff also installed a High Efficiency (93%) 60hp motor on blower #4. Director Kiech asked why the 60hp motor had been replaced. Staff indicated that the Board had received been notified in a past staff report that the old motor could not be connected to the new VFD's during the airline project, and that it needed to be replaced. Director Kiech stated he thought staff was going to wait for the Facilities Plan before replacing any equipment at the plant. He stated that his desire had been to replace the 60hp with a smaller motor since the plant didn't need that much power to run. Michael Hanchett made reference to a statement in the initial Draft of the Kennedy Jenks report that said the plant can operate on 37hp and said that staff should not replace anything else until the Facilities Plan is completed. Mr. Bloodgood stated he would research this. Quotes for the new fiberglass grating around the EQ are still being solicited. Finally, staff has begun painting the fire hydrants in the community. The curbs near the hydrants will also be red striped to indicate No Parking Areas. In response to questions regarding the difference between Gross Water Production and Net Water Production, Mr. Wallace indicated that the discrepancy might be due to the number of days included in the meter readings. The well meters may be read on a different day than the water meters. Staff will look into this.

5.3 District Engineer's Report

District Engineer Wallace stated that the odor control chemical feed is now being used concurrent with the use of the equalization basin. Kennedy Jenks will be including recommendations in light of future plans for the EQ basin. The final corrections have been made and the DO sensors have been replaced and are linked to the operations of the blowers. The Contractor has completed the work and a Notice of Completion has been filed with the County Recorder's office. The statutory lien period expires 8/25/02. Mr. Wallace indicated that a revised schedule for construction of the Avonne Castillo Waterline loop was being coordinated with Accor/Motel 6. A brief discussion was held regarding the need for this project and the benefit of increased fire flow that will result from completion of the looping projects. The question of whether the easement had an expiration date was also raised. Staff will look into this. Discussion continued with the consensus being that all work on this project should be suspended until the final determination of what projects were to be considered priority for FY 2002-03 is complete. Mr. Wallace reported that coordination with the Soils Engineer continues with regards to the road repair project for Avonne Avenue and Otter Way. As reported before, final recommendations relating to the emergency generator for the plant will be made by Kennedy-Jenks in their report. In regards to the Coastal Commission-WWTP Riprap issue, Mr. Wallace explained the history of the situation, and that staff had been working on the issue of which agency the District needed to file a permit with. With the determination of the Mean High Tide now completed, it is clear that the survey shows the riprap is well above the Mean High Tide. As a result, staff will schedule a meeting with Coastal and County staff to review the information and will also commence with the application process with the County. Staff is also researching potential loans funding for wastewater treatment projects via the State Revolving Fund Program. Finally, Mr. Wallace reported that staff is continuing to work with Kennedy-Jenks and the Facilities Advisory Committee on reviewing the initial drafted chapters of the Facilities Plan. Chapter 5 should be forthcoming.

6.0 ITEMS OF BUSINESS

6.1 Approval of Minutes – July 10, 2002:

A motion was made by Director Mirabel-Boubion and seconded by Director McLaughlin to approve the minutes of July 10, 2002. The motion carried unanimously.

6.2 Approval of Warrants – July 1, 2002 through July 31, 2002

A question regarding Warrant No. 0207-009 for Weed Abatement (\$550) and why it was higher than last year was raised. Staff indicated that this encompassed all of the District's usual clearing in addition to the

overgrowth on Pico Avenue that had been discussed at prior meetings. Since this was a right of way issue and the District's responsibility, Mr. Rice cleared the overgrown bushes that were obstructing the roadway. The cost also included the clearing of the Goshgarian lot. This cost, with the specified 10% markup, was billed to the trustees of the property and their payment has been received. Director Kiech asked about Warrant No. 0207-034 (\$865.13) to San Luis Autobody for bumper repair, and whether this should have been submitted to the District's Insurance Carrier for processing. Director Kiech was reminded that he and other members of the Budget Committee were present & meeting at the District Office when the accident occurred, specifically the district truck was accidentally backed into Ms. Putnam's car. Staff explained that the District has a \$500 deductible and that submitting the claim would adversely affect the District's premiums and rating. Director Kiech requested that the District's Auditor be contacted to verify that not submitting the claim was acceptable. A motion was made by Director Mirabel-Boubion and seconded by Director McLaughlin to approve the Warrants for July 1 through July 31, 2002. Motion carried unanimously.

## 7 DISCUSSION/ACTION ITEMS

### 7.1 Ordinance No. 96 – Relating To Mandatory Water Conservation Restrictions

District Counsel Schultz recapped the discussion at the July meeting, where the Board had requested more stringent penalties for violations to the Water Restrictions. Mr. Schultz had reviewed other agencies policies. As a result, fines were included in the Ordinance. A discussion followed, and it was pointed out that Counsel had inadvertently omitted two restrictions: 1) that all outdoor irrigation of vegetation with SSCSD water shall be prohibited and 2) the washing of automobiles, trucks, trailers, boats, mobile homes and other types of mobile equipment with SSCSD water is prohibited. The penalties were also discussed, and the consensus was that they should be listed as follows: 1<sup>st</sup> Offense is an infraction and a Warning will be issued; 2<sup>nd</sup> Offense is a misdemeanor with a \$100 fine; 3<sup>rd</sup> Offense is a misdemeanor with a \$250 fine; and the 4<sup>th</sup> offense shall result in discontinuance of water service. Cooperation will be the key to success. A motion was made by Director Kiech and seconded by Director Schell to adopt Ordinance No. 96 declaring a Water Emergency within the District, repealing Ordinance No. 95, and re-establishing a Comprehensive Water Conservation Plan, with the above amendments to be included in the Ordinance. A roll call vote was held with Director's Kiech, McLaughlin, Schell, Mirabel-Boubion and Bailey-Wood all voting in the affirmative. Motion carried unanimously. The information will be disseminated to the press, residents and businesses of San Simeon, and will be posted in various locations throughout the District. The information mailed to residents will be bi-lingual.

### 7.2 Preliminary Fiscal Year 2002 – 2003 Budget

Mr. Bloodgood reported that staff is still compiling information on cost saving strategies for the FY 2002-03 Budget. Mike Hanchett indicated that we is concerned the Board is not dealing with Capital Improvements correctly, and that they need to be dealt with in a different manner. He also stated that he felt Zero Based Budgeting was not used correctly. As for Employee Compensation and any Cost Of Living Adjustments that may be considered, he would like to know what Index is being utilized. He recommended a review of the staffing patterns at the wastewater plant, a switch to bi-monthly billing, and potentially closing the office and outsourcing the accounting/administration. Terry Lambeth suggested that the District should look at the cost of outsourcing the office duties and look at the implication of such action over time. Mr. Bloodgood replied that every one of these items, in addition to other potential cost savings strategies, had already been raised by the Budget Committee and/or members of the Board and were being reviewed as part of the budget process.

### 7.3 Board Committees

Water Committee: Met on August 7<sup>th</sup> and discussed two topics. In regards to water recycling, the committee would like to enter into discussions with the State Parks regarding the possibility of providing recycled water to the Visitor's Center. The committee would also like to develop a database with an



inventory of the current water. The recommendations of the committee are to 1) direct the General Manager/Paul Reichardt to write a letter of introduction to the State Parks Superintendent regarding the possibility of providing recycled water to the Visitor's Center and 2) to direct the Budget Committee to allocate \$5,000 in the FY 02-03 Budget for development of a Water Inventory. Director Bailey-Wood made a motion to accept the recommendations of the Water Committee. The motion was seconded by Director Kiech, and the motion passed unanimously. The Water Committee's next meeting is scheduled for September 4<sup>th</sup>.

**Budget Committee:** No Report

**Policy Committee:** A meeting will be scheduled. The CSDA Sample Policy Book has been purchased. District Counsel Schultz will be working with the Committee after September 1<sup>st</sup>, when he is officially on a monthly retainer.

**Facilities Committee:** The Facilities Committee has reviewed the initial draft of the first four chapters of the Kennedy Jenks Report and submitted their comments to Mr. Jenks. The Chamber Advisory committee also submitted their comments to Mr. Jenks for consideration. The Committee is awaiting initial drafts of the last two chapters, which will include Kennedy Jenks recommendations.

7.4 **Board Reports**

Director Bailey-Wood gave a brief report on the last North Coast Advisory Committee meeting.

7.5 **Robert's Rules of Order and Orderly Conduct At Meetings**

Sample information of was provided to the Board of Directors for review. This matter was referred to the Policy Committee for review. The Policy Committee can then formulate a recommendation for the Board to consider.

8 **BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS**

9. **ADJOURNMENT**

The meeting was adjourned at 7:45 P.M.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**WARRANT REPORT**  
 August 1 through August 31, 2002

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT#</u>	<u>MEMO</u>	<u>AMOUNT</u>
8/13/02	3926	AMERICAN INDUSTRIAL SUPPLY	0208-001	PAINT & PAINT THINNER	\$ 104.16
8/13/02	3927	ARGO CHEMICAL	0208-002	FERRIC CHLORIDE FOR V.C. PUMP STATION	\$ 1,340.20
8/13/02	3928	AT&T	0208-003	TELEPHONE	\$ 68.61
8/13/02	3929	BASIC CHEMICAL SOLUTIONS	0208-004	SODIUM HYPOCHLORITE & BISULFITE	\$ 1,037.32
8/13/02	3930	CAMBRIA HARDWARE	0208-005	WIRE CONNECTORS, PAINT, BRUSH, BATTERY	\$ 161.57
8/13/02	3931	CRYSTAL SPRINGS WATER	0208-006	WATER DELIVERY	\$ 38.00
8/13/02	3932	FGL ENVIRONMENTAL	0208-007	INORGANIC ANALYSIS	\$ 85.00
8/13/02	3933	MILLER DRILLING COMPANY	0208-008	ABANDON STEEL WELL	\$ 1,400.00
8/13/02	3934	MISSION COUNTRY DISPOSAL	0208-009	RUBBISH	\$ 218.33
8/13/02	3935	MISSION UNIFORM SERVICE	0208-010	TOWELS & COVERALLS	\$ 117.60
8/13/02	3936	PACIFIC BELL	0208-011	TELEPHONE	\$ 206.62
8/13/02	3937	RMA COMPUTER SOLUTIONS	0208-012	WEBSITE UPDATES FOR AUGUST 2002	\$ 25.00
8/13/02	3938	SLO CO. AUDITOR-CONTROLLER	0208-013	LAFCO BUDGET ALLOCATION	\$ 1,889.00
8/13/02	3939	SCHULTZ TRANSPORTATION	0208-014	MONTHLY CONTAINER RENTAL	\$ 80.00
8/13/02	3940	U.S.A. TRANSPORT INC.	0208-015	SLUDGE DISPOSAL	\$ 1,051.08
8/13/02	3941	UNDERGROUND SERVICE ALERT	0208-016	ANNUAL MEMBERSHIP	\$ 50.00
8/13/02	3942	KATHY FRY	0208-017	SEC. DEP. REFUND LESS FINAL BILL #1066	\$ 17.02
8/15/02	3943	KIMBERLY ALLISON	0208-018	PAYROLL 8/1/02-8/15/02	\$ 561.39
8/15/02	3944	MICHAEL HASSETT	0208-019	PAYROLL 8/1/02-8/15/02	\$ 1,305.11
8/15/02	3945	RONALD HEAD	0208-020	PAYROLL 8/1/02-8/15/02	\$ 1,671.71
8/28/02	3946	AL'S SEPTIC PUMPING SERVICE	0208-021	SLUDGE DISPOSAL	\$ 325.00
8/28/02	3947	AMERICAN INDUSTRIAL SUPPLY	0208-022	RED PAINT FOR HYDRANT CURBS	\$ 82.64
8/28/02	3948	BASIC CHEMICAL SOLUTIONS	0208-023	SODIUM HYPOCHLORITE & BISULFITE	\$ 1,058.81
8/28/02	3949	CELLULAR ONE	0208-024	CELL PHONE	\$ 54.18
8/28/02	3950	CAROL BAILEY-WOOD	0208-025	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3951	DAVID KIECH	0208-026	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3952	ROBERT MCLAUGHLIN	0208-027	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3953	LORAIN MIRABAL-BOUBION	0208-028	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3954	ERIC SCHELL	0208-029	MONTHLY BOARD SERVICE FOR AUGUST 2002	\$ 75.00
8/28/02	3955	FGL ENVIRONMENTAL	0208-030	INORGANIC ANALYSIS	\$ 2,454.00
8/28/02	3956	FLUID SOLUTIONS COMPANY	0208-031	MARATHON INVERTER DUTY MOTOR	\$ 1,999.35
8/28/02	3957	MID-STATE BANK	0208-032	GAS & OIL	\$ 150.26
8/28/02	3957	MID-STATE BANK	0208-032	WORK BOOTS	\$ 134.05
8/28/02	3958	MID-STATE BANK	0208-033	GAS & OIL	\$ 224.82
8/28/02	3958	MID-STATE BANK	0208-033	TIRES, FUEL FILTER FOR TRUCK	\$ 720.35
8/28/02	3958	MID-STATE BANK	0208-033	CSDA POLICY BOOK, DOMAIN NAME, ETC..	\$ 449.68
8/28/02	3959	PG&E	0208-034	ELECTRICITY	\$ 6,947.26
8/28/02	3960	SAN LUIS POWERHOUSE	0208-035	ANNUAL GENERATOR LOAD TEST	\$ 343.75
8/28/02	3961	USA BLUE BOOK	0208-036	GLOVES, 15' SAMPLER	\$ 268.23
8/28/02	3962	USA TRANSPORT	0208-037	SLUDGE DISPOSAL	\$ 1,062.07
8/28/02	3963	PUBLIC EMP. RET. SYSTEM	0208-038	HEALTH INSURANCE FOR SEPTEMBER 2002	\$ 836.83
8/28/02	3964	A BETTER BEEP	0208-039	PAGER	\$ 29.45
8/31/02	3965	KIMBERLY ALLISON	0208-040	PAYROLL 8/16/02-8/31/02	\$ 411.29
8/31/02	3966	MICHAEL HASSETT	0208-041	PAYROLL 8/16/02-8/31/02	\$ 1,294.20
8/31/02	3967	RONALD HEAD	0208-042	PAYROLL 8/16/02-8/31/02	\$ 1,717.69
8/31/02	3968	MID-STATE BANK	0208-043	PAYROLL TAXES FOR AUGUST 2002	\$ 1,658.10
8/31/02	3969	EMPLOYMENT DEV. DEPT.	0208-044	PAYROLL TAXES FOR AUGUST 2002	\$ 416.77
8/31/02	3970	PUBLIC EMP. RET. SYSTEM	0208-045	RETIREMENT FOR AUGUST 2002	\$ 1,262.83
8/31/02	3971	STATE WORKERS COMP INS FUND	0208-046	WORKERS COMP INS FOR 7/20/02-8/20/02	\$ 1,042.08
8/31/02	3972	GROENIGER & COMPANY	0208-047	COMPOUND METERS, NUTS, BOLTS, GASKETS	\$ 14,748.16
8/31/02	3973	GROENIGER & COMPANY	0208-048	APOLLO WAFER & SPACER	\$ 416.13
8/31/02	3974	GROENIGER & COMPANY	0208-049	NUTS, BOLTS, RING GASKET	\$ 292.92
8/31/02		TOTAL			\$ 52,203.62

**SAN SIMEON COMMUNITY SERVICES DISTRICT  
WARRANT REPORT**

September 1 through September 30, 2002

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT#</u>	<u>MEMO</u>	<u>AMOUNT</u>
9/12/02	3975	AT&T	0209-001	TELEPHONE	\$ 49.18
9/12/02	3976	CRYSTAL SPRINGS WATER	0209-002	WATER DELIVERY	\$ 38.00
9/12/02	3977	FGL ENVIRONMENTAL	0209-003	INORGANIC ANALYSIS	\$ 61.00
9/12/02	3978	GROENIGER & COMPANY	0209-004	3" PLATE FLANGE & RING GASKET	\$ 16.52
9/12/02	3979	RMA COMPUTER SOLUTIONS	0209-005	WEBSITE UPDATES FOR SEPTEMBER 2002	\$ 25.00
9/12/02	3980	SCHULTZ TRANSPORTATION	0209-006	MONTHLY CONTAINER RENTAL	\$ 80.00
9/12/02	3981	USA BLUE BOOK	0209-007	LONG HANDLED DIPPER	\$ 71.50
9/12/02	3982	SLO CO. NEWSPAPERS	0209-008	LEGAL AD FOR AVONNE/CASTILLO LOOPLINE	\$ 172.12
9/12/02	3983	PACIFIC BELL	0209-009	TELEPHONE	\$ 187.43
9/12/02	3984	MISSION UNIFORM SERVICE	0209-010	TOWELS & COVERALLS	\$ 164.98
9/12/02	3985	MISSION COUNTRY DISPOSAL	0209-011	RUBBISH	\$ 218.33
9/12/02	3986	AMERICAN INDUSTRIAL SUPPLY	0209-012	PAINT FOR HYDRANT CURBS	\$ 213.37
9/12/02	3987	CAMBRIA HARDWARE	0209-013	PAINT SUPPLIES, LOCK COMPOUND, ROUNDUP	\$ 117.52
9/12/02	3988	FLUID SOLUTIONS COMPANY	0209-014	TELEMETRY/CONTROL SERVICE	\$ 578.63
9/12/02	3989	U.S.A TRANSPORT INC.	0209-015	SLUDGE DISPOSAL	\$ 1,061.66
9/12/02	3990	VIKING OFFICE PRODUCTS	0209-016	PRINTER, COPIER, FAX CARTRIDGES, DISKS	\$ 263.31
9/12/02	3991	EDA, INC.	0209-017	GEN. MGMT. SERVICES FOR JULY 2002	\$ 9,111.99
9/12/02	3992	UNDERWATER RESOURCES	0209-018	RED VALVE INSTALLATION	\$ 10,000.00
9/15/02	3993	KIMBERLY ALLISON	0209-019	PAYROLL 9/1/02-9/15/02	\$ 515.74
9/15/02	3994	MICHAEL HASSETT	0209-020	PAYROLL 9/1/02-9/15/02	\$ 1,349.66
9/15/02	3995	RONALD HEAD	0209-021	PAYROLL 9/1/02-9/15/02	\$ 1,867.40
9/18/02	3996	PETTY CASH	0209-022	POSTAGE & MILEAGE	\$ 85.22
9/25/02	3997	PUBLIC EMP. RET. SYSTEM	0209-023	HEALTH INSURANCE FOR OCTOBER	\$ 836.83
9/25/02	3998	PG&E	0209-024	ELECTRICITY	\$ 7,594.03
9/25/02	3999	CELLULAR ONE	0209-025	CELL PHONE	\$ 54.18
9/25/02	4000	JOHN WALLACE & ASSOCIATES	0209-026	DISTRICT ENGINEERING FOR JUNE 2002	\$ 2,285.08
9/25/02	4001	JOHN WALLACE & ASSOCIATES	0209-027	RIP RAP, FACILITIES PLAN, AIR PIPING, ROADS	\$ 4,942.62
9/25/02	4002	CLEATH & ASSOCIATES	0209-028	REVISIONS TO REPORT ON WWTP BLUFF	\$ 180.00
9/25/02	4003	BASIC CHEMICAL SOLUTIONS	0209-029	SODIUM HYPOCHLORITE & BISULFITE	\$ 1,420.35
9/25/02	4004	CREEK ENVIRONMENTAL LAB.	0209-030	TOTAL COLIFORM ANALYSIS	\$ 74.00
9/25/02	4005	FLUID SOLUTIONS COMPANY	0209-031	HOOK UP VFD ALARMS TO PHONE DIALER	\$ 707.25
9/25/02	4006	LIGHTHOUSE LITHO	0209-032	BUSINESS CARDS	\$ 67.57
9/25/02	4007	SLO CO. ENVIRON. HEALTH	0209-033	CROSS CONNECTION	\$ 253.00
9/25/02	4008	SAN LUIS SECURITY SYSTEMS	0209-034	ALARM FOR OCT., NOV. & DEC.	\$ 81.00
9/25/02	4009	U.S.A TRANSPORT INC.	0209-035	SLUDGE DISPOSAL	\$ 1,061.46
9/25/02	4010	HUNT & ASSOCIATES	0209-036	ATTORNEY FEES FOR AUGUST 2002	\$ 342.69
9/25/02	4011	RONALD HEAD	0209-037	REIMBURSE DEPENDENT HEALTH COVERAGE	\$ 597.60
9/30/02	4012	KIMBERLY ALLISON	0209-038	PAYROLL 9/16/02-9/30/02	\$ 538.56
9/30/02	4013	MICHAEL HASSETT	0209-039	PAYROLL 9/16/02-9/30/02	\$ 1,311.96
9/30/02	4014	RONALD HEAD	0209-040	PAYROLL 9/16/02-9/30/02	\$ 1,723.11
9/30/02	4015	EMPLOYMENT DEV. DEPARTMENT	0209-041	PAYROLL TAXES	\$ 450.01
9/30/02	4016	MID-STATE BANK	0209-042	PAYROLL TAXES	\$ 1,806.04
9/30/02	4017	STATE COMPENSATION FUND	0209-043	WORKERS COMP INS. FOR 8/20/02-9/20/02	\$ 1,075.10
9/30/02	4018	PUBLIC EMP. RET. SYSTEM	0209-044	RETIREMENT FOR SEPTEMBER	\$ 1,317.27
9/30/02	4019	MID-STATE BANK	0209-045	GAS & OIL	\$ 222.75
9/30/02	4019	MID-STATE BANK	0209-049	POSTAGE & ENVELOPES	\$ 262.61
9/30/02		TOTAL			\$ 55,453.63

# San Simeon Community Services District



## San Simeon Investment Report As of June 30, 2002 (Unaudited)

June 30, 2002

### ASSETS

#### Current Assets

##### Checking/Savings

1022- General Checking	\$ 9,397.08
1026- Money Market Account	\$ 553.07
1200- LAIF - Non Restricted Cash	<u>\$ 1,118,259.32</u>

Total Checking/Savings

\$ 1,128,209.47

#### Other Current Assets

##### 1201 Non Current Restricted Cash

1201.5 - Restricted Cash Reserves	
1202.0 - Contingent Liability Reserves	\$ 250,000.00
1210.0 - Customer Security Deposits	\$ 9,100.00
1212.0 - Connect Hookup Wait Deposits	<u>\$ 43,470.00</u>

Total 1201.5 Restricted Cash Reserves

\$ 302,570.00

Total 1201 Non Current Restricted Cash

\$ 302,570.00

Total Other Current Assets

\$ 302,570.00

Total Current Assets

\$ 1,430,779.47

### TOTAL ASSETS

\$ 1,430,779.47

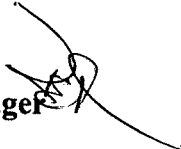
The District has the ability to meet the next 3 months cash flow requirements  
 Market Valuation is stated as of the 6/30/02 LAIF Statement  
 Investments are in compliance with current district policies

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

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**DATE:** October 7, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, General Manager  
**FROM:** Paul E. Reichardt, Assistant General Manager   
**SUBJECT:** Request for Will Serve Letter

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**RECOMMENDATIONS:**

Staff recommends the Board;

1. Review the attached request from David Brown regarding the Russel property.
2. Authorize staff to respond to Mr. Brown's request with the contingencies outlined below.

**DISCUSSION:**

The Board has received a request from David M. Brown, on behalf of his client, John Russel, regarding proposed renovations on the property located at 555 Pico Avenue in San Simeon. Mr. Russel wishes to remodel the house located at this address. Prior to issuing a permit, the County of San Luis Obispo requires a letter from the District affirming that this project meets with the District's approval and that it is in compliance with the current moratorium relative to water and sewer connections.

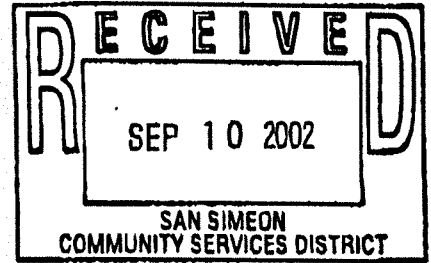
Upon initial receipt of Mr. Brown's request, staff contacted him to request copies of both the existing and proposed floor plans. Having reviewed these sketches, it is staff's opinion that the Board could direct staff to draft a letter outlining approval contingent upon;

1. Full compliance with the District's Ordinance No. 66 relative to the moratorium on the issuance of Water and Sewer connections within the District.
2. Submittal of three (3) full sets and one (1) reduced set of construction documents which will allow staff to review and determine whether the project is in full compliance with District Ordinance.

DAVID M. BROWN

ARCHITECT

August 28, 2002



Ms. Carol Baily-Wood
Chair, Board of Directors
San Simeon Community Services District
111 Pico Avenue
San Simeon, Ca. 93452

Dear Chairwoman Baily-Wood:

I am contacting you on behalf of Mr. John Russel who recently purchased the property at 555 Pico Avenue in San Simeon Acres.

Upon his retirement as a teacher in Missouri, Mr. Russel intends to move here and live in this house as a full time resident. Consequently, he wants to make some modifications to the house that would require a permit from the San Luis Obispo County Planning and Building Department. These modifications include the remodel of both the interior and the exterior of the existing 785 square foot residence.

The interior work will include modification to the layout of the rooms within the building on a like for like basis. No new rooms or plumbing fixtures will be added, except that all of the replacement fixtures will be of the low flow, water saving variety.

The exterior work will include the addition of new doors and windows; construction of perimeter walls and foundation to bring the structure up to code; structural modification to meet current earthquake and energy standards (currently, the house is single board wall construction without any insulation); and, roof replacement with a Class A fire rated material and siding replacement with rock and Hardishingles (a fiber-cement product).

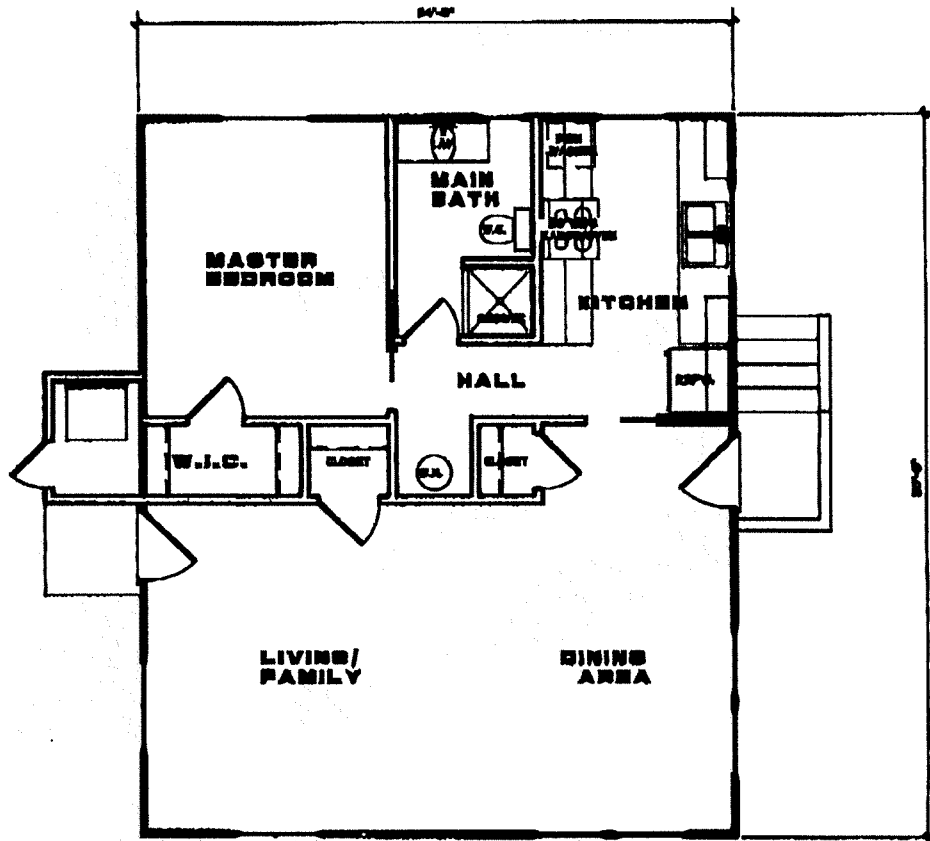
We believe that the limited scope of this project is allowed as set forth in your moratorium on water and sewer connections. We request that your board provide a letter verifying that fact so that Mr. Russel may begin processing his permit.

Thank you for your time and consideration.

Sincerely,

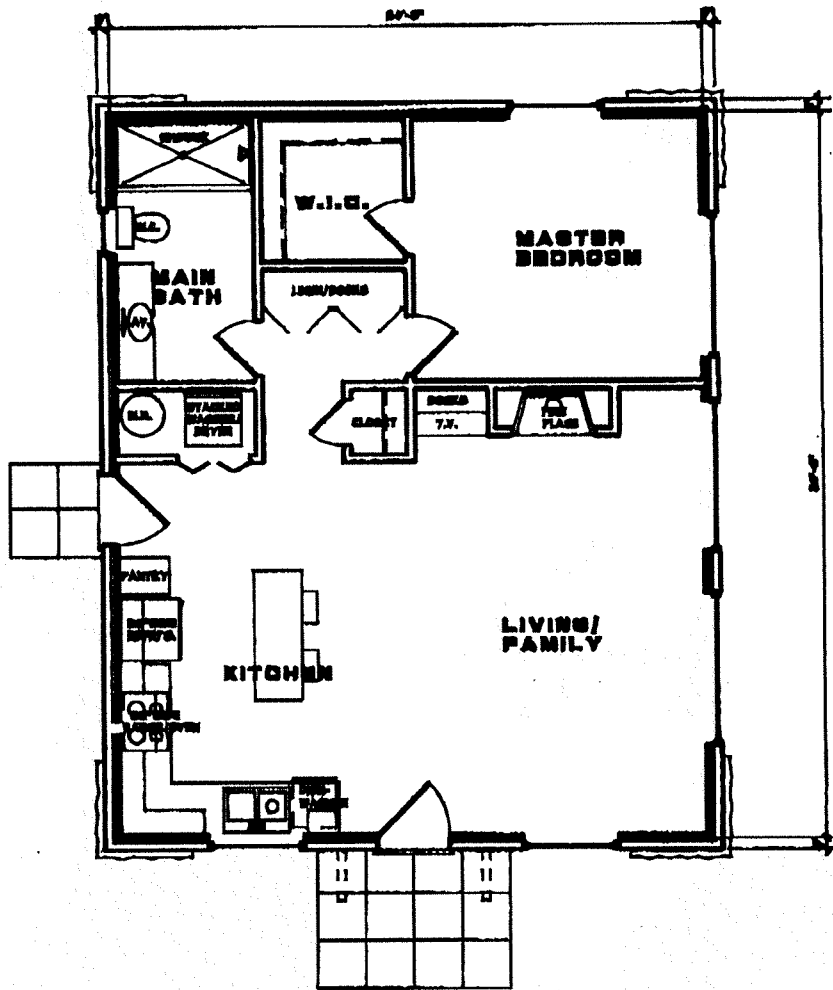
David M. Brown
Architect-Agent

Post-It Fax Note 7671 Date 9-10-02 # of pages 3
To Eileen From Kim
Co./Dept. Co.
Phone # Phone #
Fax # Fax #



# EXISTING FLOOR PLAN

SCALE: 1/8"=1'-0"



# PROPOSED FLOOR PLAN

SCALE: 1/8"=1'-0"



ORDINANCE NO. 66

**AN ORDINANCE OF THE SAN SIMEON ACRES  
COMMUNITY SERVICES DISTRICT CONTINUING A MORATORIUM  
ON THE ISSUANCE OF WATER AND SEWER CONNECTIONS WITHIN  
THE BOUNDARIES OF THE DISTRICT**

**BE IT ORDAINED** by the Board of Directors of the San Simeon Acres Community Services District ("District") as follows:

**SECTION I. FINDINGS.**

The Board of Directors of the District does hereby find, determine, and declare as follows:

A. There currently exists a serious water quality and quantity problem within the boundaries of the District;

B. There currently exists a moratorium on new sewer and water connections within the District originally established by Ordinance No. 61 and extended by Ordinance No. 63 to April 1, 1988. The intent of the Board of Directors by this Ordinance is to keep in effect said moratorium after the April 1, 1988, expiration date of Ordinance No. 63;

C. The water quality and quantity problems of the District pose a current and immediate threat to the health and safety of the people within the District;

D. The granting of additional water and sewer connections within the District contrary to the provisions of this ordinance would result in an immediate threat to the public health and safety;

E. The District is diligently pursuing long term supplemental water supplies, but until the time when such supply is available, it is necessary to continue the existing moratorium.

**SECTION II. MORATORIUM ON WATER AND SEWER CONNECTIONS.**

Except as provided in Section IV of this Ordinance, the District shall shall not allow water and sewer connec-

Post-It® Fax Note	7671	Date	8-29-02	# of pages	3
<i>Sileen</i>		From	<i>KLM</i>		
Co./Dept.		Co.			
Phone #		Phone #			
Fax #		Fax #			

tions or service on properties located within the boundaries of the District to serve any of the following:

1. Any new structure that will require new water or sewer service; or
2. Any expansion of an existing structure that will incorporate additional plumbing fixtures; or
3. Any expansion of an existing structure that will increase its potential for occupancy and demand for water or sewer.

**SECTION III. DURATION OF MORATORIUM.**

The provisions of this Ordinance shall remain in effect until repealed. This ordinance supersedes Ordinance No. 63.

**SECTION IV. VESTED RIGHT EXEMPTION.** The prohibition on new sewer or water connections provided in Section II of this Ordinance shall be inapplicable to projects receiving a vested rights exemption pursuant to Section 4 of District Ordinance No. 65.

**SECTION V. CONSTITUTIONALITY.**

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by a Court of competent jurisdiction, such decision shall not affect the validity or the constitutionality of the remaining portions of this Ordinance. The Board of Directors of the District hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

**SECTION VI. EFFECTIVE DATE OF ORDINANCE.**

This Ordinance shall be in full force immediately upon passage and within fifteen (15) days thereof shall be

published at least once in a newspaper of general circulation in the County of San Luis Obispo, California.

**INTRODUCED, PASSED AND ADOPTED** at a regular meeting of the Board of Directors held this 9th of March, 1988, on motion of Director Hoffman, seconded by Director Blankenship, and on the following roll call vote, to-wit:

**AYES:** Beal, Hoffman, Blankenship, Boniface, Price

**NOES:** None

**ABSENT:** None

Thomas A. Beal

President of the San Simeon Acres Community Services District and of the Board of Directors Thereof

**ATTEST:**

Shauna D. Head  
Shauna D. Head, Secretary of the San Simeon Acres Community Services District and of the Board of Directors Thereof

**APPROVED AS TO FORM:**

Roger C. Lyon, Jr.  
ROGER C. LYON, JR., Attorney for the San Simeon Acres Community Services District

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

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**DATE:** September 11, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Safety Grating Purchase - Wastewater Treatment Plant

---

**RECOMMENDATIONS:**

Staff recommends the Board:

Authorize staff to purchase the new fiberglass reinforced plastic safety grating materials from Harrington Industrial Plastics of Ventura California in the amount of \$3,479.36, which includes tax and shipping costs.

**FUNDING:**

Currently, funds in the amount of \$5,000 are to be included in the District's Proposed FY 2002-2003 Budget for Safety Improvements - Grating.

**DISCUSSION:**

The existing steel grating system originally used at the wastewater treatment plant is severely corroded and in some cases missing entirely.

Reinforced fiberglass safety grating has been recommended as the material to select to replace the steel wire mesh. The new grating materials allows staff to cut and install each custom shape found throughout the plant. In addition, the new grating is skid and corrosion resistant.

Staff has solicited quotations from two suppliers of fiberglass reinforced grating materials. The lowest quotation received is Harrington Industrial Plastics in the amount of \$3,479.36.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

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**DATE:** September 11, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Final Payment - Ocean Outfall Repair

---

**RECOMMENDATIONS:**

Staff recommends the Board:

Approve final payment to Underwater Resources, Inc., in the total amount of **\$13,958.05**

**FUNDING:**

Currently, funds in the amount of **\$30,000.00** were carried over and are now included in the District's FY 2002-2003 Budget under Item No. S-9 Sewer System Improvements.

The estimated labor cost for the repair of the ocean outfall emergency repair was estimated at **\$10,000.00**, depending upon weather and surf conditions. The cost to purchase four new diffuser valves was **\$4,412.00**.

With the additional time required for construction during heavy surf, the total cost for the ocean outfall repair including the new diffusers is **\$18,370.05**.

**DISCUSSION:**

Staff has coordinated installation of the four new diffusers and underwater repairs with Underwater Resources, Inc., of San Francisco, California. The goal was to complete the repairs as soon as practicable considering surf/weather conditions. Unfortunately, the contractor experienced heavy surf during the repairs of the outfall and the project took longer than expected. The extra cost associated with the heavy surf conditions and extra time is **\$3,958.05**.

It is recommended by staff to approve Underwater Resources, Inc., final payment of **\$13,958.05**.

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

Route 1, Box S-17  
San Simeon, California 93452  
(805) 927-4778

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**MEMORANDUM**

**DATE:** October 9, 2002  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, General Manager  
**FROM:** John Wallace, District Engineer  
**SUBJECT:** Proposition 50 Water Bond Initiative

---

**RECOMMENDATIONS:**

It is recommended that the Board adopt the attached Board Resolution supporting Proposition 50.

**DISCUSSION:**

On November 5, 2002, the electorate of California will be asked to vote on Proposition 50, a \$3.44 billion bond initiative. If passed, this initiative will be funded through the sale of general obligation bonds. The proposition will fund a variety of water projects including coastal protection, the CALFED Bay-Delta Program, integrated regional water management, safe drinking water, and water quality projects. Prop 50 was formed by coalitions of Northern and Coastal Counties to pursue funding for water related projects.

A series of regional meetings have been sponsored by this coalition including an organizational meeting for SLO County Communities on September 25, 2002. If Prop 50 is passed, supporters estimate that SLO County participants will share approximately \$15 million to fund local projects. The projects must be feasible, have strong local support and be completed in two years. The SLO County Coalition will be meeting again on October 16, 2002, to have local agencies submit their funding requests of no more than \$300,000. The agencies will then prioritize the funding requests. This list of projects will be sent to the initiative organizers.

A San Simeon Community Services District Resolution endorsing this proposition will help the District establish that there is public support for this initiative and will hopefully justify our District receiving funding for our water projects.

**RESOLUTION NO. 02-282**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT  
SUPPORTING LEGISLATION AND THE ACTIVITIES OF A COOPERATIVE  
COALITION TO ALLOCATE FUNDING FROM FUTURE WATER BOND  
INITIATIVES FOR PROJECTS THAT WILL BENEFIT  
THE COMMUNITY OF SAN SIMEON, SAN LUIS OBISPO COUNTY AND OTHER  
COUNTIES IN NORTHERN AND COASTAL CALIFORNIA**

**WHEREAS**, the California electorate has approved three statewide bond initiatives over the past two years that provided \$6.67 billion for water and parks related programs in California, and an additional bond initiative, Proposition 50, is on the ballot for the November 5, 2002 election that would provide an additional \$3.44 billion if approved by the voters; and

**WHEREAS**, development of a regional coalition to organize and promote local water projects for funding has proven to be effective in obtaining federal appropriations for California and enabling the completion of many beneficial projects; and

**WHEREAS**, The San Simeon Community Services District has established a list of capital equipment and projects which identifies our water and wastewater needs necessary for the health and safety of our community; and,

**WHEREAS**, the San Simeon Community Services District has identified the following projects to be consistent with its policy, provide important environmental benefits and warrant state funding as may be provided by future bond initiatives:

- Reservoir Line Replacement
- Numerous Maintenance Upgrades System Wide including Water Tank Replacement
- Completion of Water Master Plan Studies including Water Recycling Project

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of the San Simeon Community Services District approves the following actions:

1. Supports legislation to allocate funding from future Water Bond Initiatives for local projects in the Community of San Simeon.
2. Supports legislation to allocate funding from future Water Bond Initiatives for local projects in San Luis Obispo, Santa Barbara, Sonoma and other Northern and Coastal California Counties.

3. Authorizes the District Manager, or his designee, to work with other public agencies to help develop the Northern and Coastal California Water Bond Initiative Coalition to advocate and secure grant funds for drinking water, wastewater, fisheries, wetlands, water reuse, non-point source and flood control projects that will benefit San Luis Obispo, Santa Barbara, Sonoma County and other counties in Northern and Coastal California.

**PASSED, APPROVED AND ADOPTED this 9<sup>th</sup> day of October 2002 by the following vote:**

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

President of the Board



**County of San Luis Obispo**  
**Office of the Auditor-Controller**  
 Room 300 County Government Center  
 San Luis Obispo, California 93408  
 (805) 781-5040 FAX (805) 781-1220



**GERE W. SIBBACH, CPA**  
**Auditor-Controller**  
**BILL ESTRADA**  
*Assistant*

TO: SAN SIMEON ACRES CSD (0477)  
 FROM: MARSHA STILLMAN, PROPERTY TAX MANAGER *MS*  
 DATE: SEPTEMBER 11, 2002  
 SUBJECT: 2002-2003 ESTIMATED REVENUES, VALUES

Sections 97 and 98 of the Revenue and Taxation Code provide for the allocation of property tax revenues derived from levying and ad valorem property tax rate of one dollar (\$1) per hundred dollars (\$100) of taxable value.

The values are supplied to this office by the county Assessor and the State Board of Equalization. The estimated revenue, calculated by our office, does not include an adjustment for revisions to the roll or unsecured delinquency.

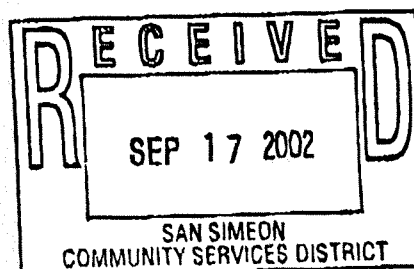
The taxable values and corresponding estimated tax revenue for Fiscal Year 2002-2003 are:

	SECURED	UNSECURED	HOMEOWNERS EXEMPTION	UNIFORM REVENUE	REVENUE
Net Value	63,897,160	1,656,584	468,907	XXXXXXXX	XXXXXXXXXX
Estimated Revenue	49,619	1,837	747	1,057	

Should you have any questions regarding revenues or values, contact me at 781-5037.

Post-It® Fax Note 7671 Date 9-17-02 # of pages 1

To Eileen	From Kim
Dept.	Co.
Phone #	Phone #
Fax #	Fax #



# Kennedy/Jenks Consultants

## Engineers & Scientists

2191 East Bayshore Road  
Suite 200  
Palo Alto, California 94303  
650-852-2800  
FAX 650-856-8527

9 September 2002

Mr. John L. Wallace, P.E.  
Mr. Steve Tanaka, P.E.  
John L. Wallace & Associates  
4115 Broad Street, Suite B-5  
San Luis Obispo, CA 93401

Subject: San Simeon Community Services District – Wastewater Facilities Plan  
Draft Report  
K/J 025004.00

Gentlemen:

As discussed with you through our telephone conversation earlier today, I find that tomorrow I must go to the hospital for some needed surgery. The "rough" estimate is that I will be in the hospital for five days, followed by a couple of weeks of recovery. This unexpected circumstance will intrude on my ability to make a formal presentation to the District Board of our Facilities Plan report in the near future.

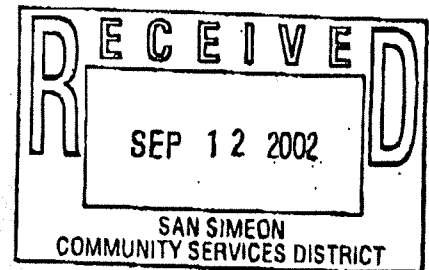
As you know, I have provided you with draft copies of each of the report chapters and have received comments from you as well as comments from the Community Affairs Committee. As a result of these communications, I have made several changes in the original report drafts.

It is still my intent that you, other District Staff and assigned Committee have a final opportunity for input to the Facilities Plan report prior to finalizing for Board review and approval. It is my experience that the best engineering reports and reports that are most helpful are those which have had the most thorough review.

Because of the uncertainty of my schedule, in the meantime I thought it would be helpful for you to have a complete copy of the revised report draft to date for your consideration. I leave it to you to decide as to the extent of distribution of this revised report draft for still further review at this time and in anticipation of my return and scheduling of a visit to San Simeon to meet with the District Board, or assigned Committee.

Thank you for your continued assistance in this matter.

Post-It® Fax Note	7671	Date	9-12-02	# of pages	2
To	<i>Eileen</i>	From	<i>Kim</i>		
Co./Dept.		Co.			
Phone #		Phone #			
Fax #		Fax #			



**Kennedy/Jenks Consultants**

Mr. John L. Wallace, P.E.  
Mr. Steve Tanaka, P.E.  
John L. Wallace & Associates  
9 September 2002  
Page 2

Very truly yours,

**KENNEDY/JENKS CONSULTANTS**



John H. Jenks  
Senior Consultant

Enclosure

cc: Mr. Mark A. Bloodgood, SSCSD General Manager ✓  
NameCompany

**MEMORANDUM**

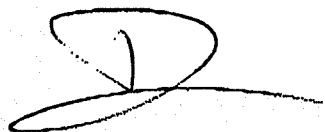
**TO: Board of Directors**

**FROM: Dee Dee**

**DATE: September 13, 2001**

**RE: Street Signs**

**I note that some street signs desperately need to be painted or replaced - most notably Pen Way and Jasper Way. Hopefully this can be put on your list of projects. Thanks.**

A handwritten signature in black ink, appearing to be 'D', with a long horizontal flourish extending to the right.

# House committee passes bill for Cambria desalting plant

SUNDAY, SEPTEMBER 29, 2002

'This project will ensure that ...

Cambria residents who depend on the CCSD will have access to pure and clean water.'

Rep. Lois Capps

## \$3 MILLION CREDIT ADDED; HOUSE VOTE EXPECTED NEXT WEEK

By KATHE TANNER  
THE TRIBUNE

Cambria will be repaid for \$3 million it has invested in designing a desalination plant if a key revision in a bill before Congress is approved in the next few months.

The U.S. House Committee on Transportation and Infrastructure has passed the bill that could give Cambria \$10.3 million to pay for a desalting plant. Congress authorized that expenditure in 2000.

The key addition this time is the \$3 million credit, which gives the Cambria Community Services District permission to count money it has previously spent on the 300-gallons-per-minute desalination design against the matching

funds requirement.

"This is huge," services district General Manager Vern Hamilton said of the new clause Thursday.

Cambria has a long-standing water shortage, and the services district declared a water crisis in November, putting in place a moratorium on any new water connections. That ban will stay in effect until a water master plan is approved and another source of water can be selected.

The congressional authorization, sought by U.S. Rep. Lois Capps, is a duplicate of one she carried through the House in 2000 — with the key addition of the \$3 million credit authorization. The 2000 authorization netted the services district a \$100,000 appropriation for design work in process now, money that's administered by the Army Corps of Engineers.

The House is expected to vote on the bill. Please see CAMBRIA, B2

## Cambria

From Page B1

The House is expected to vote on the bill, part of the Water Resources Development Act, next week. According to Maria Viorst, Capps' press secretary, the bill would then go before the Senate. If it passes there, it would go to the president for his signature.

Later, the money would have to be appropriated during a budget cycle.

Viorst said the bill might not get to the Senate floor until next year. The next funding cycle that could provide money to the desalting project would be in 2004.

"Given the incredible challenges posed by drought and MTBE contamination," Capps said, "this project will ensure that ... Cambria residents who depend on the CCSD will have access to pure and clean water."

# San Simeon Community Services District




111 Pico Avenue, San Simeon, California 93452  
(805) 927-4778 Fax (805) 927-0399

Board of Directors  
Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

## MEMORANDUM

**DATE:** October 10, 2002

**TO:** Board of Directors

**FROM:** Eileen M. Putnam, Ass't General Manager 

**SUBJECT:** Conjunctive Use Water Management Plan - October 1996

---

Enclosed you will find a copy of the **Final Draft for the Conjunctive Use Water Management Plan** for the District, dated October, 1996. I believe this is the document John Wallace was referring to at the meeting on Wednesday. We could not locate a copy in the District Office. Going through some old files, I found that Tim Cleath had done a study for the District in 1996, so I called him. Sure enough, he had a copy of the report in his files and was kind enough to make a copy and drop it off.

If you have any questions, please feel free to give me a call.

**Northern and Coastal Water Bond Coalition Project Summary  
Year 2002 Funding Needs for California Counties**

County: **San Luis Obispo**

Entity Applying: **San Simeon Community Services District  
c/o John L. Wallace & Associates (805) 544-4011**

Project Title: **Project No. 1 - Recycled Water Project**

Project category (drinking water, wastewater, fisheries, wetlands, water reuse, non-point source, flood control):

**Wastewater – Recycling Augmentation of Potable Water Supply**

Project goal and benefit (purpose, significance, importance, and relevance):

- **Provide an alternative water supply to the community**
- **Defer the use of potable water currently being used for irrigation**
- **Landscape areas including Caltrans Freeway to enhance the community and eliminate need to truck water for landscape irrigation.**
- **Study cooperative project with State Parks for further expansion of use of recycled water for Hearst Monument Visitor's Center**

**(see attached excerpts from adopted Water Recycling Planning Study)**

Project Summary (brief description in bulleted format, identifying key elements of the project):

- **Phase – 1 Secondary Reuse System ;  
subsurface irrigation; freeway landscape irrigation** **\$100,000**
- **Expansion of District wide use of recycled water** **\$600,000**  
**\$700,000**

Project Status (feasibility study? planning? design? construction? other?):

Continuation of Feasibility Studies,

**Design and Construction**

Collaborative partners: **State Parks, Caltrans, San Simeon  
Chamber of Commerce, State DWR,  
Office of Recycling**

Project timeline: **Two Years**

Water bond funding request: **\$300,000**

Local/other funding committed: **San Simeon CSD; other participating  
agencies to fund remaining project costs  
to complete project**

Total cost: **Water Bond and CSD Funding \$700,000**

# Water Recycling Planning Study

*Prepared for*

**San Simeon Community Services District**  
Grant Contract No. 8-835-550-0



*Prepared by*

**John L. Wallace & Associates**  
4115 Broad Street, Suite B-5  
San Luis Obispo, CA 93401  
[jlwacorp@jlwa.com](mailto:jlwacorp@jlwa.com)

**JL  
WA**

December 2000



December 6, 2000

Board of Directors  
San Simeon Community Service District  
111 Pico Avenue  
San Simeon, CA 93452

Board Members:

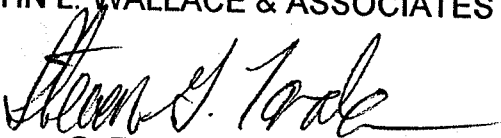
In accordance with the Plan of Study dated January 1998, JLWA has prepared this report delineating the conclusions reached as a result of the recently completed Water Recycling Facilities Planning Study. The study presents a review of the following items:

- Study Area Characteristics;
- Water Supply Characteristics & Facilities;
- Waste Water Characteristics & Facilities;
- Treatment Requirements for Discharge and Reuse;
- Recycled Water Market;
- Project Alternatives Analysis;
- Recommended Plan; and
- Construction Finance & Revenue Program.

If you have any questions, or require additional information, please contact me at (805) 544-4011.

Sincerely,

JOHN L. WALLACE & ASSOCIATES



Steven G. Tanaka, P.E.  
Senior Engineer

cdm:084.02.1h2oltr2

# **Executive Summary**

## **Background**

The San Simeon Community Services District (District) serves the customers within its 100-acre community. The District provides water and sewer services to its estimated 250 permanent residents, up to 460 combined permanent and seasonal residents, and to local motels and businesses that support the community and tourism in the area. For the last 12 years, there has been a moratorium on building due to the unavailability of additional water in the service area.

## **Water Demand**

In 1999, the District pumped and distributed approximate 97 acre-feet of water to customers within its service area. Water allocation for the local Pico Creek aquifer is 148 AFY. However, prior studies have indicated that safe annual yield of the Pico Creek aquifer is approximately 120 AFY. Furthermore, the quality of this water in drought years has tended to decline at a production rate of 75 AFY.

## **Water Quality**

The District's well water supply is of good mineral quality, with a total dissolved solids (TDS) concentration of around 400 mg/L. From an agronomic standpoint, the District's wastewater quality is considered good to moderate, and suitable for landscape irrigation purposes.

## **Wastewater Quality and Quantity**

The District currently treats approximately 84 AFY of wastewater, all of which is essentially available for reuse. The District's effluent currently meets the criteria for "Secondary - 23 Recycled Water", with a TDS concentration of around 1,100 mg/L. Acceptable uses within the District service area, with the current effluent quality, include irrigation of freeway landscaping, and subsurface irrigation of landscaping.

## **Wastewater Treatment Plant Upgrade**

A tertiary upgrade to the District's existing treatment plant will be required in order to allow un-restricted use of treated wastewater. The treatment plant has sufficient room to accomplish the upgrade, and the associated cost for the upgrade will be approximately \$200,000.

## **Secondary Recycled Water Market**

The secondary effluent quality recycled water market in the District's service area includes landscape irrigation of Caltrans right-of-way, and subsurface irrigation of landscaping at

local condominiums and commercial establishments. This demand is estimated to be 6 AFY, or 6 percent of the current water demand.

### **Tertiary Recycled Water Market**

If tertiary recycled water quality is achieved, the market will expand to surface spray irrigation of lawns within the District service area, irrigation at the Hearst State Monument and Beach Park, toilet flushing, and groundwater recharge of the Pico Creek aquifer. This demand is estimated to be as high as 69 AFY for all irrigation including Hearst Monument/State Park, and 81 AFY for all irrigation demands, and including groundwater recharge.

### **Alternatives Considered**

The alternatives are developed based on implementation of Phase 1 and Phase 2 projects. Phase 1 includes identified demands for secondary effluent reuse, that will not require further treatment at the District's wastewater plant. Phase 2 alternatives include the use of tertiary effluent and the required necessary wastewater treatment plant improvements. These alternatives are described as follows:

1. Phase 1 (Secondary effluent) Alternatives:

**Alternative 1-1.** Subsurface Irrigation of Existing Cavalier Motel Landscaping.

**Alternative 1-2.** Subsurface Irrigation of Existing Cavalier Motel Landscaping, plus Caltrans median only.

2. Phase 2 (Tertiary effluent) Alternatives:

**Alternative 2-1.** Landscape Irrigation of San Simeon, including irrigation (unrestricted use) of all motels and condominium complexes.

**Alternative 2-2.** Alternative 2-1 Demands, plus Toilet Flushing at New Motels.

**Alternative 2-3.** Alternative 2-2 Demands, plus Hearst Monument and State Beach Park.

**Alternative 2-4.** Groundwater Recharge and Augmentation of Pico Creek aquifer.

The costs of the various alternatives considered are summarized in the following table:

**Summary of Recycled Water Alternative Costs**

Project Phase	Alternative	Capital Cost, \$ <sup>b</sup>	Cost, \$/AFY
Phase 1, Secondary Reuse Water	1-1. Cavalier Motel	\$ 72,000	\$ 4,600
	1-2. Cavalier Motel and Caltrans	\$ 74,000	\$ 1,600
Phase 2, Tertiary Reuse Water	2-1. Entire District Service Area	\$ 680,000	\$ 5,400
	2-2. Alt. 2-1 plus toilet flushing <sup>a</sup>	\$ 820,000	\$ 2,500
	2-3. Alt. 2-2 Plus Hearst Monument	\$ 1,875,000	\$ 3,400
	2-4. Alt. 2-1 plus GW Recharge	\$ 930,000	\$ 7,900

<sup>a</sup> Costs do not include dual plumbing costs.

<sup>b</sup> Year 2000 dollars.

**Recommendations**

The recommended plan for San Simeon is a two-step development plan for water recycling in the area. San Simeon recognizes the need for a water recycling project, and as such, has already installed some of the required infrastructure for the recycled water distribution system to serve the District.

Phase 1 Implementation Plan

The first phase of the recommended project should include the implementation of recycled water irrigation with secondary treated wastewater from the current wastewater treatment plant. This is referred to as Alternative No. 1-2 in Chapter 6, which involves recycled water irrigation at the Cavalier Motel, and the Caltrans right-of-way. The design of the required distribution system and pumping station will be relatively easy and quick to complete, and there are no treatment plant improvements needed as part of this first phase of the project. Thus, this plan can be fully implemented within 15 months from project inception. The project should be implemented for start-up by spring to summer of 2002, to take advantage of the summer 2002 irrigation season.

## Phase 2 Implementation Plan

The Phase 2 implementation of this overall recycled water plan should include a tertiary upgrade of the wastewater treatment plant, and expansion of recycled water service to the District service area, including toilet flushing of any new motel development in San Simeon. Further detailed studies should be performed at existing motels to determine if Owners are willing to participate in a retrofit program, and to determine if it is economically viable to serve any of these existing establishments with recycled water for toilet flushing. This Phase 2 component of the overall project should commence in the winter of 2002, for project implementation by the spring of 2004.

A conceptual implementation schedule for Phase 2 is as follows:

Prepare Project Report for tertiary treatment plant upgrade and Distribution System Expansion for SRF Funding: .....	6 months
Design tertiary treatment plant upgrade and Distribution System Expansion (includes permitting) including SRF Loan Approval: .....	10 months
Construct Tertiary Treatment Plant and Distribution System Expansion (including on-site retrofits): .....	7 months
System Startup and User Orientation and Training: .....	1 month
<b>TOTAL PHASE 2 PROJECT SCHEDULE: .....</b>	<b>24 months</b>

### **Future Considerations**

Once the second phase of the recycled water project is implemented, further study should be conducted at that time to verify if groundwater recharge to the Pico Creek aquifer is viable. Additional evaluation and funding options to serve Hearst State Park should also be re-evaluated in the future. Although the economic analysis indicates that recycled water service to Hearst Monument is costly at this time, with the continued limited water resources available in the area, service to Hearst Monument and the State Beach Park may soon become economically viable, and very attractive from a non-economic standpoint.

### **Financial Plan and Revenue Program**

The financial plan assumes that the initial Phase 1 debt service is retired within 3 years, since the capital expenditure is minimal. After the third year, when Phase 2 of the project is implemented, that debt service for the treatment plant expansion and distribution system improvements, are retired over a 20 year period. Based on this plan, cash flow will be negative until such time that the debt service for the Phase 2 project is retired in Year

2024. In Years 2001 through 2023, the negative cash flow must be funded through other District funds, presumably from potable water revenues.

# Chapter 1 - Study Area Characteristics

## A. History

The San Simeon Community Services District (District) is a community services district organized under Section 61600 of the Government Code of the State of California. Historical records indicate that the District is comprised of land officially known as San Simeon Acres, and as such, was part of the Rancho San Simeon (see Figure 1-1 Location Map) later sub-divided in 1952 by approval of the San Luis Obispo Planning Commission. The sub-division streets were "red-rocked" and water lines serving the parcels were installed soon thereafter.

Building commenced and continued through the years and by 1961 the District was formed and a wastewater treatment plant constructed. Refer to Figure 1-1 for a Location Map showing the San Simeon area.

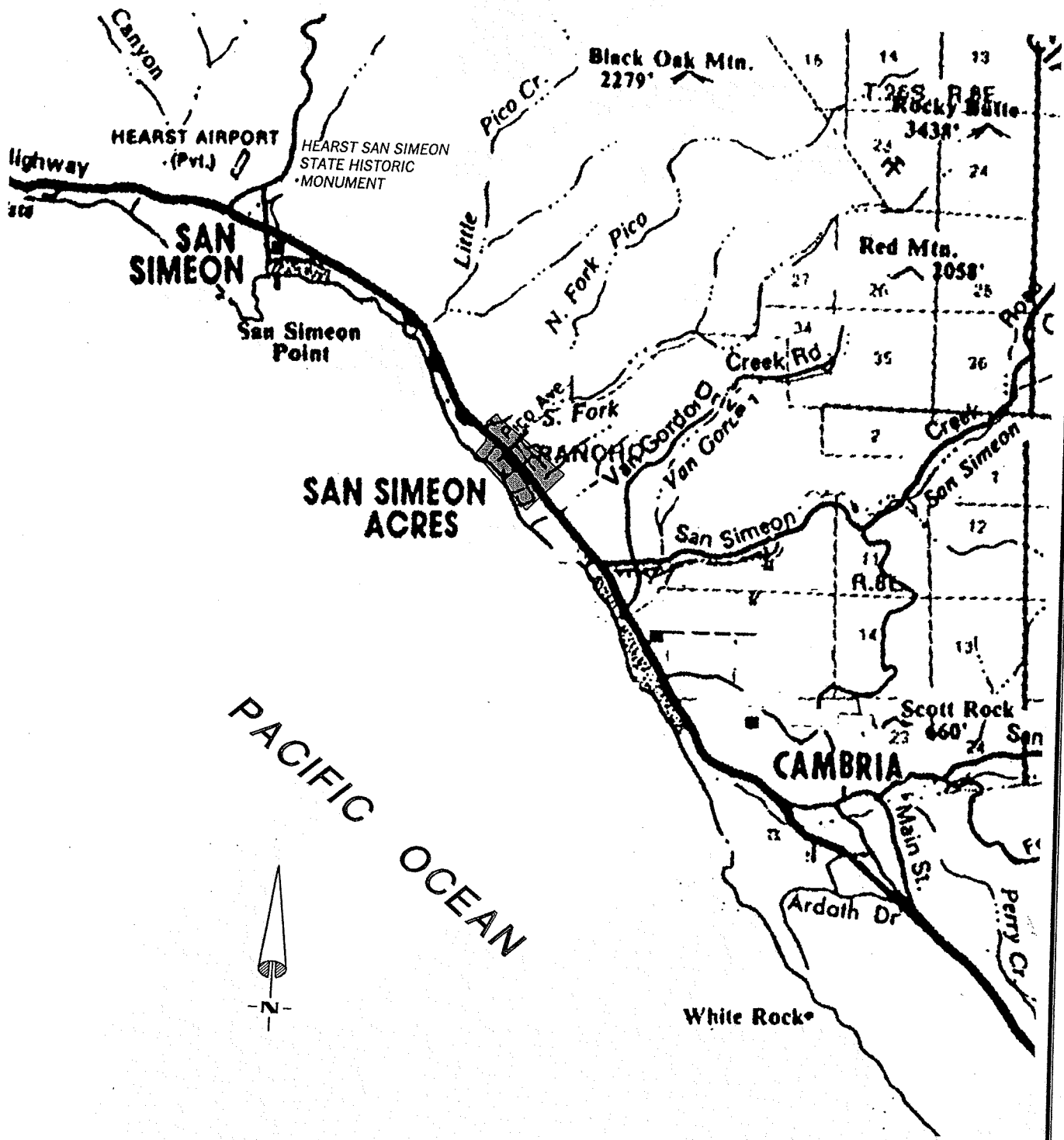
Development continued to its present level in the years following; however, for the last 12 years, there has been a moratorium on building due to the unavailability of additional water.

## B. Community Character

San Simeon is situated on the Pacific Ocean approximately 65 miles south of Big Sur and 8 miles north of Cambria. It is an approximately 100 acre site that has only three zoning categories: 1) commercial; 2) public facilities; and 3) multi-family (see Figure 1-2, Potential Build-out Map). It is closely contained geographically on both sides of U.S. Highway 1 as it heads north to Big Sur and eventually Monterey. The Highway divides the area approximately in half. Both halves are similar in land use and composition.

The primary economic engine in the village is tourism. There are numerous gift and curio shops along with several motels and restaurants located in the area. The primary tourist attraction is Hearst Castle which lies several miles to the north. Residences are relatively limited in number and vary from single family residences to apartments and small multi-unit residential resorts.

San Simeon is not an incorporated city, rather it is an urbanized area within the County of San Luis Obispo. The area is defined by the County as being within the San Simeon Village Reserve Line. Related County regulations are in effect within the area.

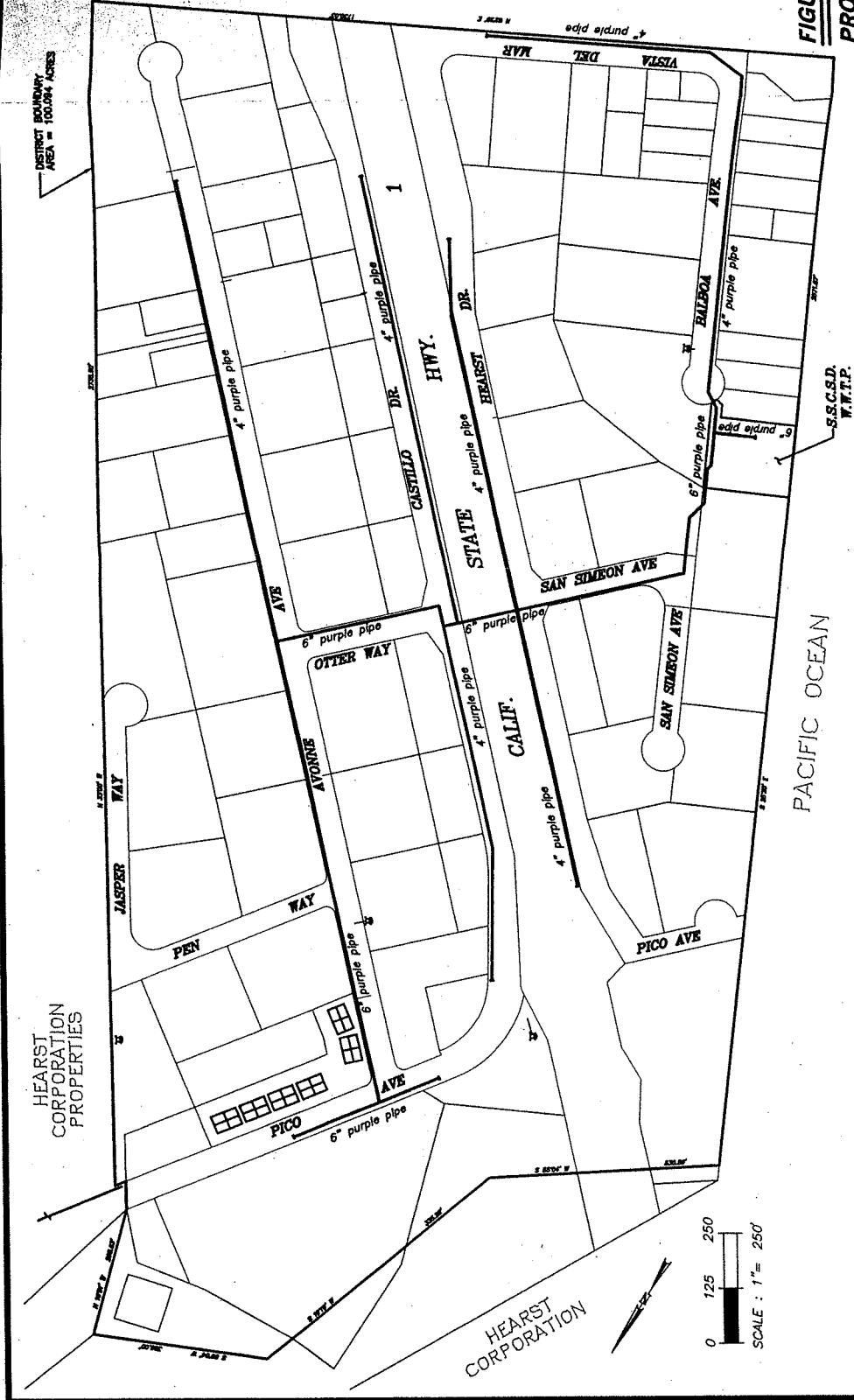


**JL WA** John L. Wallace & Associates  
 Civil Engineering · Surveying · Planning  
 4115 So. Broad St B5 San Luis Obispo, Ca  
 (805)544-4011 FAX 544-4294

**LOCATION MAP**  
 SAN SIMEON  
 COMMUNITY SERVICE DISTRICT

**FIGURE**  
 1-1





HEARST CORPORATION PROPERTIES

DISTRICT BOUNDARY  
AREA = 100.004 ACRES

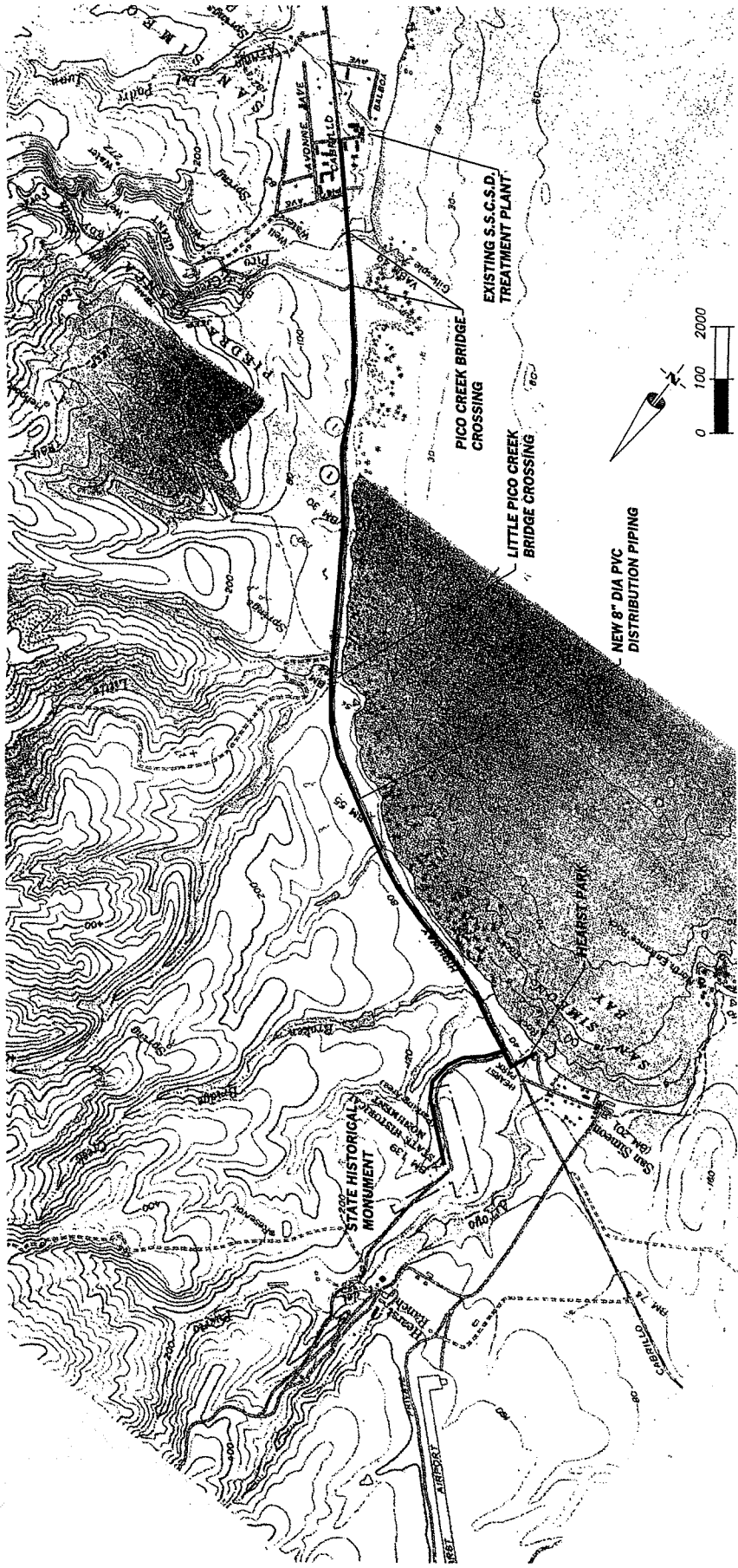
**FIGURE 6-3**

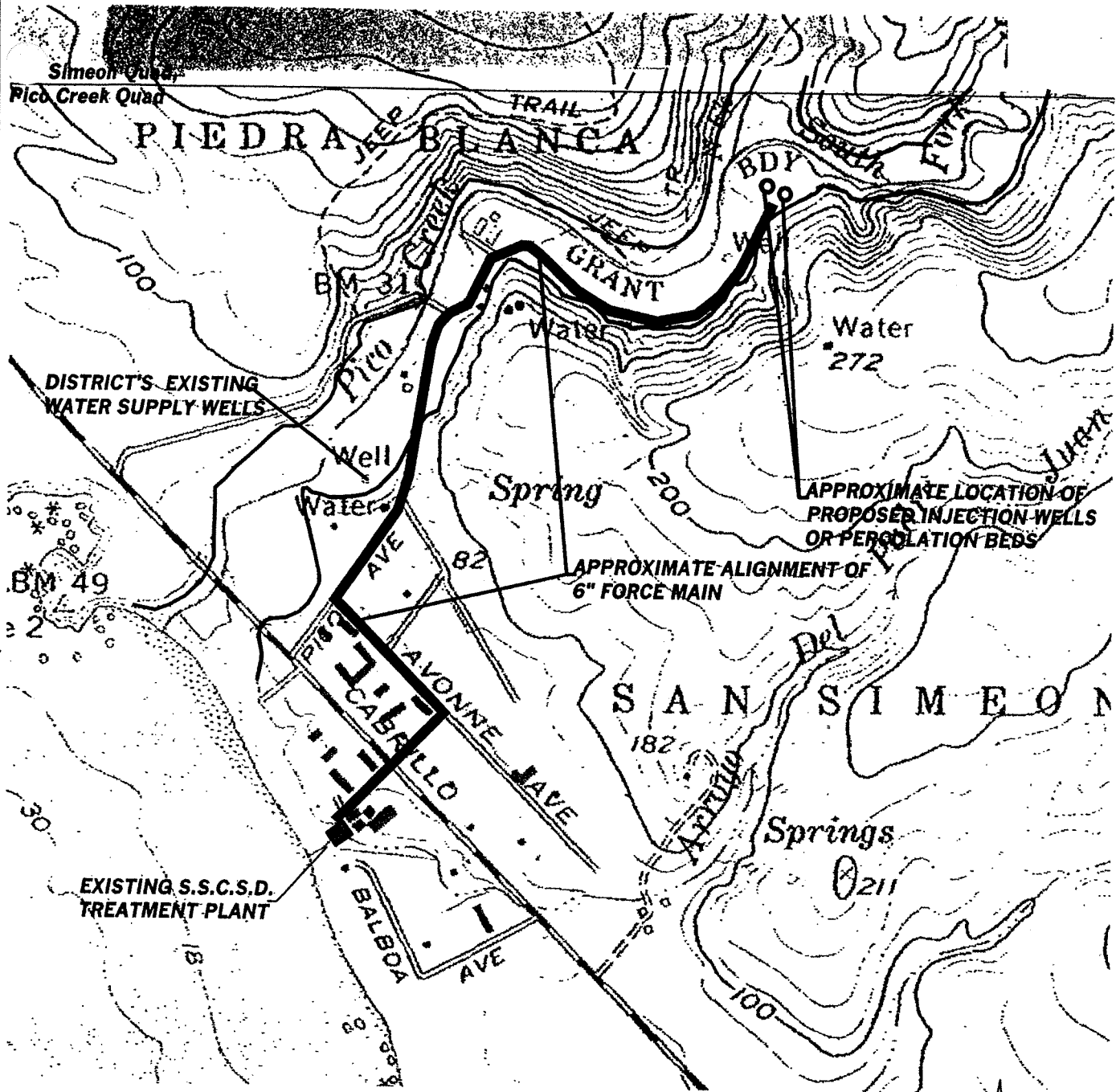
**PROPOSED SAN SIMEON ACRES  
RECYCLED WATER  
DISTRIBUTION SYSTEM**

**JWA**  
 John L. Wallace & Associates  
 Civil Engineering - Surveying - Planning  
 4115 So. Broad St. San Luis Obispo, Ca  
 (805)544-4011 FAX 544-4294

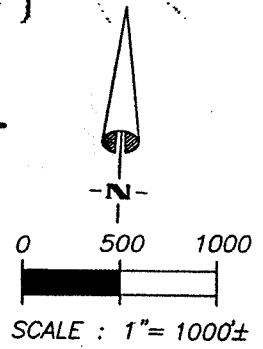
**FIGURE 6-4**  
**ALTERNATE 2-3 TO SERVE**  
**HEARST STATE PARK AND**  
**MONUMENT**

**JWA** John L. Wallace & Associates  
Civil Engineering · Surveying · Planning  
4115 So. Broad St. 85 San Luis Obispo, Ca  
(805)544-4011 FAX 544-4294





**GROUNDWATER RECHARGE OF PICO CREEK**



**JLWA** John L. Wallace & Associates  
 Civil Engineering · Surveying · Planning  
 4115 So. Broad St B5 San Luis Obispo, Ca  
 (805)544-4011 FAX 544-4294

**ALTERNATIVE 2-4**  
 SAN SIMEON  
 COMMUNITY SERVICE DISTRICT

**FIGURE 6-5**

## **B. Evaluation of Alternatives**

This subsection discusses the evaluation of each of the alternatives considered. Refer to Appendix C for cost backup information. The cost of potable water without depreciation is approximately \$1,700/AF. When factoring in annual capitol expenses and depreciation, the cost can range from \$3,200/AF to \$4,000/AF. It is estimated that secondary and tertiary effluent will realize \$1,900/AF in revenue from the users, which is approximately 90 percent of the potable water rate. This is considered the "break-even" cost for potable water in the service area. Also, present worth and annualized costs are based on a discount rate of 5 percent, and a project life of 20 years.

**Alternative 1-1.** This alternative involves serving Cavalier Motel using secondary effluent. Thus, there will be no need to upgrade the treatment facilities to provide tertiary water. New PVC distribution and irrigation piping will be required from the treatment plant, to the Cavalier Motel. However, the existing pipe bridge has a recycled water pipeline already installed in it. Peak hourly flow is expected to be much lower than conventional turf irrigation, given that irrigation will be accomplished by subsurface drip. Thus, a 10 to 20 gpm pump should be sufficient to serve this customer. It is assumed that costs to the User for retrofit of the subsurface irrigation system are to be borne by the User. The Cavalier Motel irrigated area is assumed to be no larger than 2 acres, and annual demand is estimated to be 2 AFY/acre.

### Advantages:

- The existing treatment plant will not require upgrade to meet tertiary water quality standards.

### Disadvantages:

- The estimated annual usage of recycled water is estimated to only be approximately 2 AFY, or only 2 percent of the current annual demand.
- The estimated cost to deliver secondary recycled water to the Cavalier Motel is estimated to be approximate \$4,600/AF.

**Alternative 1-2.** This alternative involves serving Cavalier Motel and the Caltrans median strip, using secondary effluent. Thus, there will be no requirement for upgrading the treatment facilities to provide tertiary water. New PVC irrigation piping will be required from the treatment plant, to the Cavalier Motel. It is believed that some piping has been installed in the Caltrans right-of-way. The alternative will require the installation of a 150 gpm pump station to be located at the treatment plant. It is assumed that costs to the User for retrofit of the subsurface irrigation system are to be borne by the User. The Cavalier Motel irrigated area is assumed to be no larger than 2 acres, and annual demand is estimated to be 2 AF/Y. Caltrans demand is also estimated to be 2 AFY.

### Advantages:

- The existing treatment plant will not require upgrade to meet tertiary water quality standards.
- The estimated cost to deliver secondary recycled water to the Cavalier Motel and Caltrans is attractive, at approximately \$1,600/AF.

### Disadvantages:

**Northern and Coastal Water Bond Coalition Project Summary  
Year 2002 Funding Needs for California Counties**

County: **San Luis Obispo**

Entity Applying: **San Simeon Community Services District  
c/o John L. Wallace & Associates (805) 544-4011**

Project Title: **Project No. 2 Correct Water System Deficiencies**

Project category (drinking water, wastewater, fisheries, wetlands, water reuse, non-point source, flood control)

**Drinking Water**

Project goal and benefit (purpose, significance, importance, and relevance)

- **Increase fire flow and pressure to meet current fire code.**
- **Provide safe water by elimination dead ends.**
- **Replace Substandard Waterlines**

Project Summary (brief description in bulleted format, identifying key elements of the project):

- **Design System Upgrades . . . . . \$50,000**
  - **Construction of New Waterlines . . . . . \$395,000**
- **\$445,000**

Project Status (feasibility study? planning? design? Construction? Other?):

**Design and Construction**

Collaborative partners: **N/A**

Project timeline: **Two Years**

Water bond funding request: **\$150,000**

Local/other funding committed: **San Simeon CSD \$295,000**

Total cost: **Water Bond and CSD Funding \$445,000**

## **Proposition 50 Project Considerations**

**The San Simeon Community Services Board unanimously passed a resolution supporting Proposition 50 on October 9, 2002  
Project Two**

**Public Health Issue:** Project Two will correct the water distribution system deficiencies of the San Simeon Community Services District (District). The water line upgrades will increase flows and looping will provide safe water to the community.

**Public Safety:** Public safety will be assured by replacing unsafe and inadequate water lines. Dead end lines will be looped which will increase water flow rates and circulation, decreasing potential for bacteria growth in dead end lines.

**Regulatory Compliance:** The funding of this project will enable the District to continue to provide clean water of good quality and maintain compliance with government regulations.

**Match for another source of funding:** The District has established a list of capital improvement projects which have been budgeted in the upcoming years. These funds can be matched with bond funding for maximum effectiveness.

**Small Community:** The community of San Simeon has a population of less than 500 full time residents. However, visitor population can reach 4,000 on peak weekends. The District is a "visitor serving" community with a very modest tax base.

**Multiple Organizations:** The District maintains a close relationship with its neighbors including the Chamber of Commerce and State Parks, and maintains an emergency water source agreement.

**Enhances Wildlife Habitat:** San Simeon is an one hundred acre community located on the Pacific Ocean. It is surrounded by environmentally sensitive areas both on and off shore. The most effective way of maintaining the environment of our pristine location is by maintaining an adequate and safe water system for benefit of county residents and visitors.

**Improves Water Quality:** This project will allow our District to maintain its water system to meet modern standards. The new water lines will provide a clean and adequate water source for the community for years to come.

**System Reliability:** Low fire flows, inadequate pressure, and substandard pipelines are a source of high maintenance costs and health risks. These deficiencies will be reduced with the improvements allowed by this project.

**Part of an Adopted Plan:** For years the District has been anxious to study and improve its water system. Funds have been set aside each year to maintain the system, but resources are limited. Grant funds can be used immediately and effectively because the District has adopted annual capital improvement and budget plans.

**PROJECT TITLE** Avonne & Castillo Loop Water Line - Master Plan Stage 1A **PROJECT NO.** W-5

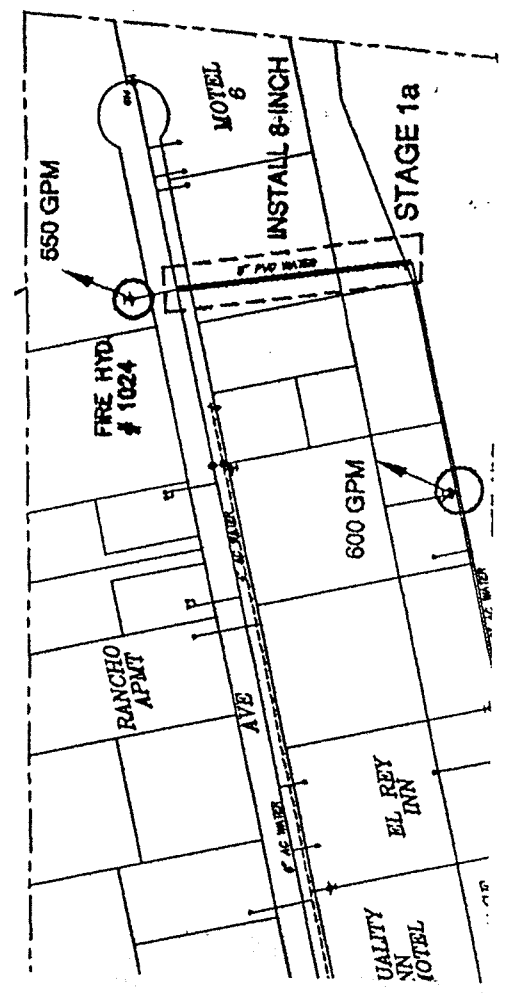
**PROJECT DESCRIPTION** Construction of an 8-inch waterline between Avonne Avenue and Castillo Avenue in order to expand the water distribution grid and increase fire flow. **TOTAL PROJECT COST** \$40,000

**REVENUE**

Source	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Funding to Complete
Water Fund	40,000	0	0	0	0	0
Total	40,000	0	0	0	0	0

**EXPENDITURES**

Activity	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Costs to Complete
Design	1,500	0	0	0	0	0
Construction	36,000	0	0	0	0	0
Administration	2,500	0	0	0	0	0
Total	40,000	0	0	0	0	0



**PROJECT TITLE** New Water Line-Jasper/Avonne Loop - Master Plan Stage 3      **PROJECT NO.** W-7

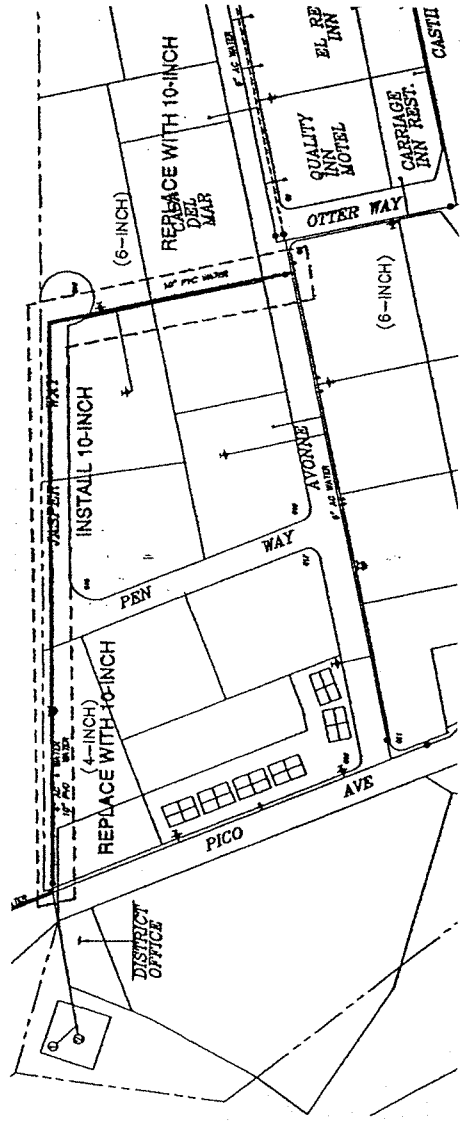
**PROJECT DESCRIPTION** Construction of 1,550 linear feet of 10-inch PVC water line from Pico Avenue to Jasper to Avonne Avenue.      **TOTAL PROJECT COST** \$95,000

**REVENUE**

Source	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Funding to Complete
Water Fund	10,000	85,000	0	0	0	0
Total	10,000	85,000	0	0	0	0

**EXPENDITURES**

Activity	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Costs to Complete
Design/Right-of-Way Ac	15,000	0	0	0	0	0
Construction	0	80,000	0	0	0	0
Administration	0	5,000	0	0	0	0
Total	15,000	85,000	0	0	0	0





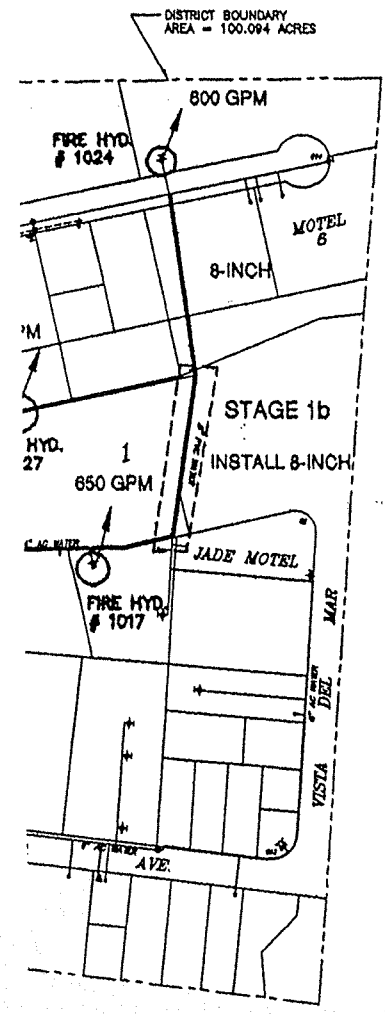
**PROJECT TITLE** New Water Line-Castillo/Hearst Loop - Master Plan Stage 3 **PROJECT NO.** W-8

**TOTAL PROJECT COST** \$100,000

**PROJECT DESCRIPTION**  
Construction of an 8-inch water line crossing Highway 1 to complete distribution grid.

<b>REVENUE</b>	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Funding to Complete
Water Fund	100,000	0	0	0	0	0
Total	100,000	0	0	0	0	0

<b>EXPENDITURES</b>	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Costs to Complete
Design	7,000	0	0	0	0	0
Construction	89,000	0	0	0	0	0
Administration	4,000	0	0	0	0	0
Total	100,000	0	0	0	0	0



HEARST CORPORATION PROPERTIES

**PROJECT TITLE** New Water Line-Otter Way to Hearst Drive - Master Plan Stage 4 **PROJECT NO.** W-16

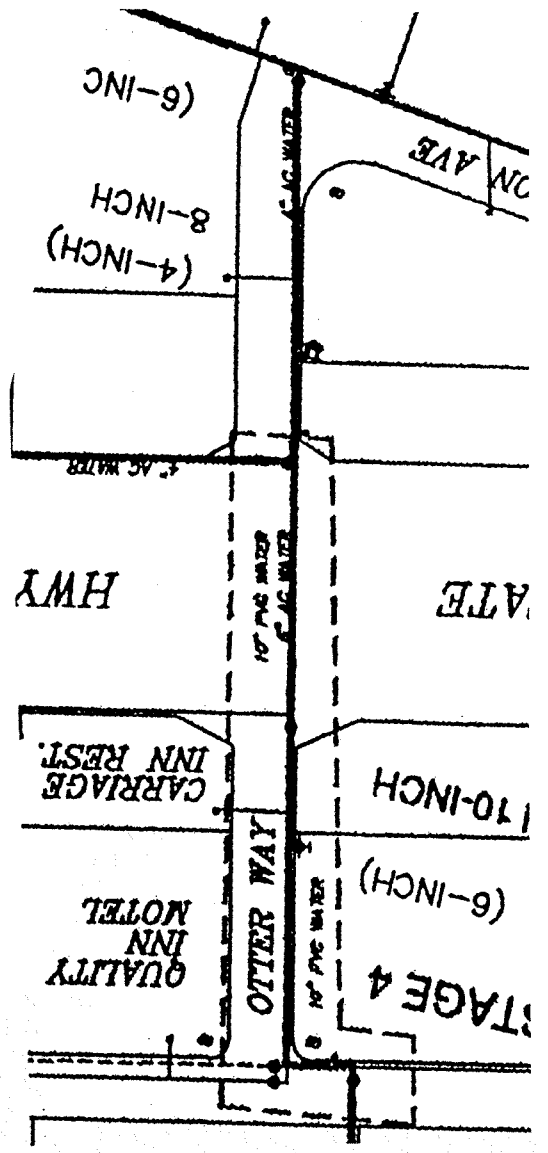
**PROJECT DESCRIPTION** Construction a new 10-inch water line for increased fire flow capacities. **TOTAL PROJECT COST** \$125,000

**REVENUE**

Source	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Funding to Complete
Water Fund	0	0	20,000	105,000	0	0
Total	0	0	20,000	105,000	0	0

**EXPENDITURES**

Activity	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Costs to Complete
Design	0	0	20,000	0	0	0
Construction	0	0	0	100,000	0	0
Administration	0	0	0	5,000	0	0
Total	0	0	20,000	105,000	0	0



**Northern and Coastal Water Bond Coalition Project Summary  
Year 2002 Funding Needs for California Counties**

County: **San Luis Obispo**

Entity Applying: **San Simeon CSD  
c/o John L. Wallace & Associates (805) 544-4011**

Project Title: **Project No 3 Water Master Plan and Water Tank Replacement**

Project category (drinking water, wastewater, fisheries, wetlands, water reuse, non-point source, flood control):

**Drinking Water**

Project goal and benefit (purpose, significance, importance, and relevance):

**The Water Master Plan will define San Simeon's deficiencies with the existing water system and future storage needs. The District will use it as a tool to prioritize projects and upgrades. The water tank replacement will assure safe and adequate water delivery to the community.**

Project Summary (brief description in bulleted format, identifying key elements of the project):

- **Develop Water Master Plan . . . . . \$25,000**
  - **Water Tank Replacement . . . . . \$375,000**
- \$400,000**

Project Status (feasibility study? planning? design? construction? other?):

**System Analysis and Construction**

Collaborative partners: **N/A**

Project timeline: **Two Years**

Water bond funding request: **\$150,0000**

Local/other funding committed: **San Simeon CSD Funding \$250,000**

Total cost: **Water Bond and CSD Funding \$400,000**

## **Proposition 50 Project Considerations**

**The San Simeon Community Services Board unanimously passed a resolution supporting Proposition 50 on October 9, 2002  
Project Three**

**Public Health Issue:** Project Three will identify and correct the water storage and distribution system deficiencies of the San Simeon Community Services District (District). The upgrades will increase flows and storage to provide safe water to the community.

**Public Safety:** Public safety will be assured by replacing an inadequate water tank. Current storage is inadequate to meet CDF standards.

**Regulatory Compliance:** The funding of this project will enable the District to continue to provide clean water of good quality and maintain compliance with government regulations.

**Match for another source of funding:** The District has established a list of capital improvement projects which have been budgeted in the upcoming years. These funds can be matched with bond funding for maximum effectiveness.

**Small Community:** The community of San Simeon has a population of less than 500 full time residents. However, visitor population can reach 4,000 on peak weekends. The District is a "visitor serving" community with a very modest tax base.

**Multiple Organizations:** The District maintains a close relationship with its neighbors including the Chamber of Commerce and State Parks, and maintains an emergency water source agreement.

**Enhances Wildlife Habitat:** San Simeon is an one hundred acre community located on the Pacific Ocean. It is surrounded by environmentally sensitive areas both on and off shore. The most effective way of maintaining the environment of our pristine location is by maintaining an adequate and safe water system for benefit of county residents and visitors.

**Improves Water Quality:** This project will allow our District to maintain its water system to meet modern standards. The new water tank will provide adequate water storage for the community for years to come.

**System Reliability:** Low fire flows, inadequate pressure, and substandard pipelines are a source of high maintenance costs and health risks. These deficiencies will be reduced with the improvements allowed by this project.

**Part of an Adopted Plan:** For years the District has been anxious to study and improve its water system. Funds have been set aside each year to maintain the system, but resources are limited. Grant funds can be used immediately and effectively because the District has adopted annual capital improvement and budget plans.

<b>PROJECT TITLE</b>	Water Tank Replacement	<b>PROJECT NO.</b>	W-9
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**TOTAL PROJECT COST** \$400,000

**PROJECT DESCRIPTION**

Preliminary engineering design, environmental review right of way investigation and coordination in order site a replacement water tank to increase the current storage capacity of 150,000 gallons to 750,000 gallons.

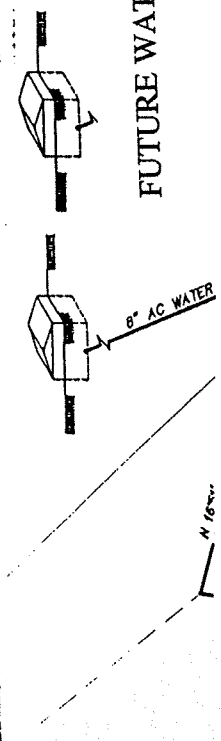
**REVENUE**

Source	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Funding to Complete
Water Fund	25,000	375,000	0	0	0	0
Total	25,000	375,000	0	0	0	0

**EXPENDITURES**

Activity	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Costs to Complete
Design/Right-of-Way Ac	25,000	0	0	0	0	0
Construction	0	350,000	0	0	0	0
Administration	0	25,000	0	0	0	0
Total	25,000	375,000	0	0	0	0

EXISTING WATER TANK (150,000 GAL.)



FUTURE WATER TANK (600,000 GAL.)

**PROJECT TITLE** Reservoir Line Replacement-8" to 12" - Master Plan Stage 2      **PROJECT NO.** W-15

**TOTAL PROJECT COST** \$150,000

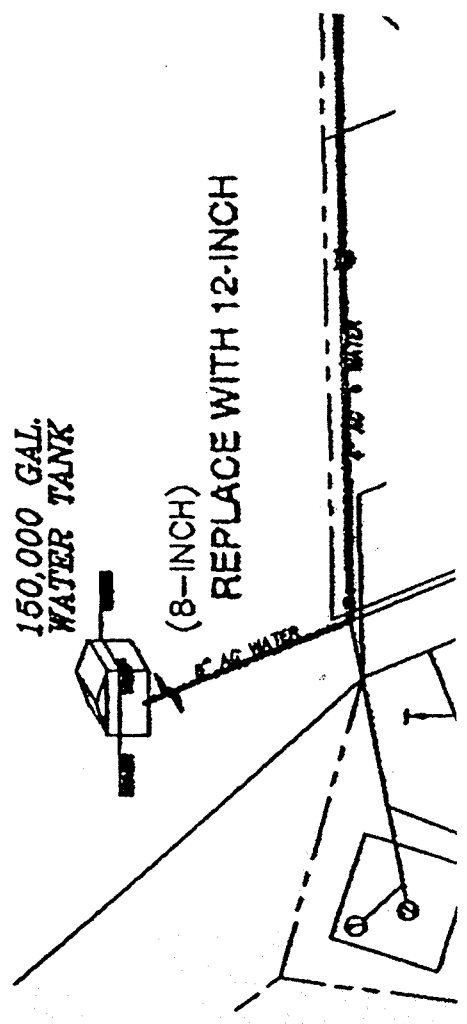
**PROJECT DESCRIPTION**  
Construction a 12-inch water line for increased fire flow capacities.

**REVENUE**

Source	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Funding to Complete
Water Fund	150,000	0	0	0	0	0
Total	150,000	0	0	0	0	0

**EXPENDITURES**

Activity	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	Costs to Complete
Design	5,000	0	0	0	0	0
Construction	140,000	0	0	0	0	0
Administration	5,000	0	0	0	0	0
Total	150,000	0	0	0	0	0



San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452  
(805) 927-4778 Fax (805) 927-0399

Board of Directors

Bob McLaughlin, Loraine Mirabal-Boubion, Eric Schell, David Kiech, Carol Bailey-Wood

NOTICE OF MEETING  
DISTRICT ADVISORY COMMITTEE

**Facilities Committee Meeting**

Tuesday, October 22, 2002

3:00 P.M.

Cavalier Banquet Room  
9415 Hearst Avenue  
San Simeon, CA 93452

For Additional Information, Please Contact the District Office  
927-4887

**Special Meeting  
Board of Directors  
San Simeon Community Services District  
Agenda  
Wednesday, October 23, 2002 - 5:30 PM  
Cavalier Banquet Room**

*Note: All comments concerning any item on the agenda are to be directed to the Board Chairperson*

1. 5:30 PM – CALL TO ORDER
  - 1.1 Roll Call
  - 1.2 Pledge of Allegiance
  - 1.3 Public Comment on Closed Session Items
  
2. ADJOURN TO CLOSED SESSION
  - 2.1 Personnel/Employee Compensation – Fiscal Year 2002/2003  
Conference with General Manager, the District's Designated Representative, for the purpose of reviewing the District's position regarding the terms and compensation paid to the unrepresentative employees and giving instructions to the Designated Representative.
  
3. RECONVENE IN OPEN SESSION
  - 3.1 Roll Call
  - 3.2 Report on Closed Session
  
4. ADJOURNMENT



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**NOTICE OF MEETING**

**DISTRICT BUDGET ADVISORY COMMITTEE**

Wednesday, October 30, 2002

10:00 A.M.

Cavalier Banquet Room  
9415 Hearst Drive  
San Simeon, CA 93452